Request For Transfer From the Reserve Fund

(To be submitted in triplicate)

Finance Committee
Town of Halifax

Date:

Finance Committee:

Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws.

1. Amount requested: $

2. To be transferred to: _____

Name of appropriation and account #

3. Present balance in appropriation: $

4. The amount requested will be used for: (give specific purpose)

5. This expenditure is extraordinary and/or unforeseen for the following reasons:

_____

Officer or Department Head

_____

Action of Finance Committee

Date of Meeting _____ Number present and voting _____

Transfer voted in the sum of _____ Transfer disapproved [ ]

_____ _____ _____

Chairman, Finance Committee

_____ _____

_____ _____