

MOORE COLLEGE OF ART AND DESIGN

**BUDGET ADJUSTMENT**

Date: \_\_\_\_\_

Submitted by: \_\_\_\_\_

Increase Account #	AMOUNT	Decrease Account #	AMOUNT
TOTAL		TOTAL	

Explanation:(Provide a brief explanation of the reason the budget is to be increased)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

<p><i>Business Office Use Only</i></p> <p>Month _____ Date Entered: _____</p> <p>Entered by: _____</p>
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WHITE – BUSINESS OFFICE    YELLOW – VERIFICATION    PINK - ORIGINATOR

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