



BUDGET REVISION FORM

<u>Budget Increases</u>		<u>Budget Decreases</u>	
<u>Account/Position #</u>	<u>Amount</u>	<u>Account/Position #</u>	<u>Amount</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
TOTAL	\$_____	TOTAL	\$_____

Please check one of the following:

- ____ This is a temporary revision - (affects only the current fiscal year)
- ____ This is a permanent revision - (affects current and future fiscal years)

Comments (Please explain reason for budget revision)

Requested By: _____

Printed Name

Signature

Date

Send form to the Finance Office

Finance Office Use Only

Date of Entry _____

Initials _____
