

FY 17/18

Town of Colchester
General Fund
Budget Transfer/Additional Appropriation

Department: Tax Collector

Reason for Request: Vacancy from an employee resignation. Temporary help needed to cover office when training and transition new staff thru tax season.

Reason for Available Funds: Assistant Tax Collector resigned.

From:	Account Number	Account Name	Amount
	40101	Regular Payroll	6,370
To:	40105	Contr Temp Occas	6,370

Jan 11, 2018
Date Requested

Michele Wyatt
Department Director or Supervisor - Signature

Print Name Michele Wyatt

1/11/18
Date Reviewed
Approved

[Signature]
Chief Financial Officer

1-11-18
Date Approved

[Signature]
First Selectman

Date Approved
Notified

Board of Selectmen Clerk

Date Approved
Notified

Board of Finance Clerk