

**SCHOOL ACTIVITY
TRANSFER**

Date Submitted _____

School _____

Transfer from: _____ **Proj. #** _____ **Amount \$** _____
(account name)

Transfer to: _____ **Proj. #** _____ **Amount \$** _____
(account name)

Explanation for transfer:

Sponsor _____ **Administrator/Principal** _____
(signature) (signature)

All transfers over \$1,000.00 must be board approved. Board Approval _____
Date

School Activity Office _____ **Date Completed** _____