



Nash County Schools
Finance Department

Budget Amendment Request

Please use this form for any needed budget adjustments.
Please fill out all information for each line you are using and
submit to the Finance Office.

Date: _____

Requestor: _____

Budget Code	Code Description	Current Budget	Amount Increased or Decreased	Revised Budget
Totals				

****You must obtain the necessary supervisor's signature(s) before submitting to the Finance Dept.****

**I have reviewed the above
request and approve all
changes.**

Program Director

Date Completed: _____