# 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 $5,000.00 must be board approved. Board Approval*** _____
*Date*

**School Activity Office** _____ **Date Completed** _____