

# MONTGOMERY COUNTY PUBLIC SCHOOLS

## Independent Activity Funds–Transfer

Montgomery County Board of Education, Internal Audit Unit  
MONTGOMERY COUNTY PUBLIC SCHOOLS  
Rockville, Maryland 20850

### TRANSFER INFORMATION

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

School Name: \_\_\_\_\_ School Number \_\_\_\_\_

ACCOUNT NAME (\$)	INCREASE	DECREASE	SPONSOR'S SIGNATURE (when applicable)
_____	\$ _____	\$ _____	_____
_____	\$ _____	\$ _____	_____
_____	\$ _____	\$ _____	_____
_____	\$ _____	\$ _____	_____
_____	\$ _____	\$ _____	_____
_____	\$ _____	\$ _____	_____
_____	\$ _____	\$ _____	_____
<b>TOTALS</b>	<b>\$ _____</b>	<b>\$ _____</b>	

### REASON FOR TRANSFER

\_\_\_\_\_

### SIGNATURES

Prepared by (Please Print) \_\_\_\_\_

Prepared by Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Approved by Principal Signature \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

**DISTRIBUTION:** ORIGINAL/School financial agent; COPIES/To each sponsor listed