

**MORROW COUNTY
REQUEST FOR CERTIFICATION**

DATE:

FROM:

TO: Morrow County Auditor

We formally request the Morrow County Budget Commission certify the amount of _____
These monies are requested for the following reasons: *(MUST Select one below)*

We have met certification, the above amount is the amount we are over certification. A copy of the Revenue Summary report is attached.

We have met certification, the above amount is the amount we expect to receive through the end of the year. A copy of the documentation showing the amount to receive for the year is attached.

We have received notice that we will receive additional money this year. A copy of the award letter is attached. The additional money is Grant Money _____ is not Grant Money.

We need a new fund YES NO Department YES NO for this money.

Please certify this money to the following *revenue* accounts.

Fund - Dept - Account

Fund - Dept - Account

Fund - Dept - Account

Fund - Dept - Account

Fund - Dept - Account

Fund - Dept - Account

Fund - Dept - Account

Signed by: _____ **Date:** _____

Please remember that the Budget Commission meets monthly on the 2nd and as necessary 4th Monday of each month except February and August which shall be the 1st of the month. Should those days fall on a legal holiday, then they shall meet the following day. They shall meet at 1:00 p.m. in the Auditor's Office.