



**SCHOOL-GENERATED FUNDS
CATHOLIC SCHOOL COUNCIL TRANSFER REQUEST FORM**

Enter only the amount that you want to increase or decrease the account by.
 Example: To **increase** an account from \$100.00 to \$150.00 only **show \$50.00** in the Amount column.
 To **decrease** an account from \$150.00 to \$100.00 **enter -\$50.00 or (\$50.00)** in the Amount column.
PLEASE ENSURE THAT THE TOTAL IS EQUAL TO "0".

	CSC Category Name	CSC Category #	Amount
Transfer from:			
Transfer to:			
PLEASE ENSURE THAT THE TOTAL IS EQUAL TO "0".			Total

Authorized by:

CSC Treasurer or CSC Chair	Date
School Principal	Date

Note: Where possible, a copy of the CSC meeting minutes confirming this transfer should be attached to the requisition.

Form: AC-424