



Yellowstone County

Request to Expend

This form is to be completed for all Capital outlay requests (a single item costing \$5,000.00 or more or a useful life of at least one year). Please attach all pertinent paperwork with price quotes, if available, and forward to the Purchasing Department with a completed Requisition. The Account Code numbers and budget balance lines must be completed by the requesting Department. Please use the most recent budget report to obtain this information. This date will be verified by the Finance Department. If the item(s) to be purchased are over the budgeted amount or were not budgeted, Commissioner approval is required prior to placing the order.

Item(s) Requested:

I-Phone with AT&T

Cost: No charge for device

Other Costs: Monthly useage fee \$45.88

Less Trade-In / Discount

Net Cost of Request \$45.88 per month

Explanation of Purchase

County phone required for new Civil Process Officer Megan Fahrenbruch.

A handwritten signature in black ink, appearing to read "M. Fahrenbruch".

Department

Elected Official or Department Manager

Budget Information**COMMISSIONER ACTION**

Account Numbers: 2300.000.133.420160.345

Approved: YES NO

Budget Balance: \$1,360.83

Tabled:

Is this a budgeted item? No

Date:

Finance Note:

Votes: YES NO

Chairperson

Member

Member

A handwritten signature in black ink, appearing to read "M. Fahrenbruch".

1/16/26

Purchasing Agent

Date