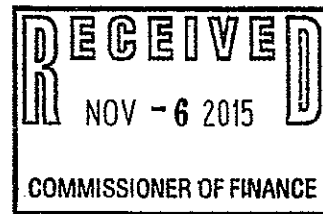


Sample Form COSF-2

Request for Certification of Sufficient Funds



Submittal Date: 10/26/15

The Department of Finance requests certification that sufficient funds are or will be available to cover the claim to meet the following obligation when it becomes due and payable.

Obligation to be incurred, detailing vendor name, project description, Council approval, etc. (attach supporting documentation): Purchase a time and attendance system from Andrews Technology HMS, Inc.

Appropriation – Current Budget Expense Org/Object/Proj(s): H3021692-52000-1182 ✓ ✓ ✓

Amount Requested for Approval: \$ 74,690 ✓

Current Amount Available: \$ 74,690 ✓

Transfer/Amendment Pending: \$14,690.00 ✓

Transfer/Amendment Date: 11/17/15

Michelle W. Clark-Madigan  
Department Head Signature

11/6/15  
Date

Certification of Sufficient Funds

The Commissioner of Finance hereby certifies that funds are or will be available to cover the claim to meet the above described obligation when it becomes due and payable.

Michelle W. Clark-Madigan  
Commissioner of Finance

11/6/15  
Approval Date