

**WALDORF COLLEGE  
BUDGET REVISION FORM**

Department \_\_\_\_\_

*Business Office: Please amend the following budgets as detailed below. Additions and deductions must be equal. Reason for budget revision:* \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Add Budget to:	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

Deduct Budget From:	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____
	_____	_____	_____

\_\_\_\_\_

Department Budget Officer Signature & Date: \_\_\_\_\_  
Vice President/Dean Signature & Date: \_\_\_\_\_  
Vice President for Finance Signature & Date: \_\_\_\_\_  
Business Office Data Entry By & Date: \_\_\_\_\_