



# Funds Transfer Request Form, Ohio Revised Code Section 5705.16

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Name: \_\_\_\_\_

Street address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP code: \_\_\_\_\_

Daytime phone number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

1. Please state reason and/ or necessity for the requested transfer. \_\_\_\_\_

2. Identify the transferor fund: \_\_\_\_\_

3. Amount to be transferred: \_\_\_\_\_

4. Source(s) of revenue in the transferor fund; e.g., tax levies, fees, grants, sales of surplus property. \_\_\_\_\_

5. If the fund includes tax levy proceeds, provide the type of levy; e.g., property, sales or income tax. \_\_\_\_\_

5a. Amount of the levy: \_\_\_\_\_ Please provide Revised Code under which it is authorized: \_\_\_\_\_

6. Current unencumbered balance of the transferor fund: \_\_\_\_\_

7. Please provide total expenditures of the transferor fund for the last 3 fiscal years: \_\_\_\_\_

8. Please provide total revenue of the transferor fund for the last 3 fiscal years: \_\_\_\_\_

9. Please provide ending fund balance of the transferor fund for the last 3 fiscal years: \_\_\_\_\_

10. Will the transferor fund be used after the transfer?  Yes  No

11. Are the funds to be transferred the unexpended balance in a bond retirement fund?  Yes  No

12. Does the taxing authority have any sinking fund or outstanding bond obligations?  Yes  No

13. Identify the transferee fund: \_\_\_\_\_

15. What is the purpose of the transferee fund: \_\_\_\_\_

16. Has the taxing authority completed a similar fund transfer in the past five years?  Yes  No

16a. Please provide the dates and amounts for similar fund transfers: \_\_\_\_\_

17. Is this transfer at the recommendation of the Auditor of State?  Yes  No

17a. Please Describe: \_\_\_\_\_

18. Is the taxing authority currently, or has ever been, in a state of fiscal caution, watch, or emergency?  Yes  No

**Please attach a copy of the ordinance or resolution authorizing the transfer.**

Return to: Ohio Department of Taxation  
Tax Equalization Division  
P.O. Box 530  
Columbus, OH 43216-0530