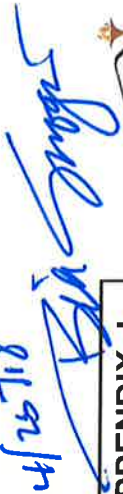


RATE-DRIVEN INCREASE REQUEST

2018 - 2019

Approved on 4/25/18
Approved by Cabinet & Board

APPENDIX J


MT. SAC
 Mt. San Antonio College

REQUESTING: (Unit, Department, Division or Vice President)		
Location	(Fill-in)	Reviewed By (Signature):
Department or Unit:	President's Office	
Division:		
Vice President:		
Date to VP:		

Budget Request(s) (List in Priority Order)	Justification for Request(s)	Funds Requested **			Funding Approved
		Amount	One-time	Ongoing	
1.	Our office copier maintenance has increased to \$3,000 per year based on usage.	2,100.00		X	
	Account Number(s): 11000 100000 564500 660000				
2.					
	Account Number(s):				
3.					
	Account Number(s):				

** Please provide documentation to support the amount requested, such as the prior and current year's invoice. (Which supports the increase)
 Examples of Rate Driven increases are existing maintenance agreements, memberships, utilities. (Not a cost increase in a supply item)