



# Clerk of the Board of Supervisors CEQA Document Filing SAP Transfer Request

Please complete the following information and submit to the Clerk of the Board with the associated CEQA documentation for filing.  
Clerk of the Board staff will initiate a Journal Transfer (ZJ) in SAP for department staff approval.

Department Name	Land Use Services
Department Contact	Melissa Menendez
Contact Phone Number	387-4110
Project Name	<i>Service Station</i>
Board of Supervisors Meeting date (if applicable)	

General Ledger	Amount	Cost Center	Internal Order #	Text
40759990	2,598.00		1009603	<del>PROJ-2020-00053### COB NOD FEE</del> CDFW & COB NOD FEE

Special Instructions: NOD for Service Station.

Steven Valdez   
 Requester Signature

July 20, 2022  
Date

Marion Aubin  
 Department - Fiscal Requester

Lisa Perez  
 Department - Fiscal Approver

07/27/22  
Date

\_\_\_\_\_  
Date

Clerk of the Board use:

Processed by:	Date	Document Number