

HUNTINGTON BEACH CITY SCHOOL DISTRICT

17011 Beach Blvd. Suite 560, Huntington Beach, CA 92647 (714) 964-8888

BUDGET EXEMPTION REQUEST

Human Resources

Purchasing

Travel & Conference

Replacement Position

Substitute Request Form Attached

New Position

No Substitute Required

Submitted by: _____ Date: _____

Site: _____

Requested exemption: _____

Funding source & Budget number: _____

Reason for exemption: _____

Principal's Signature: _____

Dept/Program Signature (other than site allocated funds: _____

Exemption approved

Exemption denied

Superintendent's Signature

Date