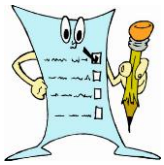
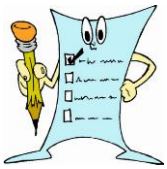
BUDGET CONTACT LIST

The following people can to assist you with questions regarding the budget process:

TOPIC	CONTACT PERSONS	PHONE NUMBER	EMAIL
Base Budget	Marc Magruder	382-6960	magrudermm@montgomerycountyva.gov
Forms	Susan Dickerson	394-2120 x 54072	dickersonss@montgomerycountyva.gov



BUDGET CHECKLIST



YOUR BUDGET SUBMISSION SHOULD INCLUDE THE FOLLOWING:

- M. C. Budget Form 1A
- M. C. Budget Form 1B-Revenue and Expense
- M. C. Budget Form 2A-for Human Service Agencies *only*
- M. C. Budget Form 2B-for Human Service Agencies *only*
- 1 copy of last audit
- **Mail** one (1) original hard copy and also email the completed forms to the address below

Return completed original forms to:
Montgomery County
Financial and Management Services
ATTN: S. Dickerson
755 Roanoke Street, Suite 2C
Christiansburg, VA 24073
AND
Email forms to
dickersonss@montgomerycountyva.gov

BUDGET REQUESTS MUST BE RETURNED BY DECEMBER 30, 2019.

The forms can be accessed at Montgomery County's website: http://www.MontgomeryCountyVA.gov/budget. Click on the "outside agencies" link in the middle of the page. If you need assistance please contact Susan Dickerson at the Montgomery County Finance Department at 540-382-6960 or email at dickersonss@montgomerycountyva.gov.