



**Office of the Governor  
Public Safety Office - Application for Exception for Certain Reductions to Municipal Police  
Department Budget**

<b>Municipality's Name:</b>	<b>Date:</b>
<b>Municipality's Address:</b>	
<b>Submitting Mayor/City Manager of Municipality:</b>	
<b>Name of Municipality's Police Department:</b>	
<b>Address of Municipality's Police Department:</b>	

**Application Required by Mayor or City Manager of Requesting Municipality**

In my respective capacity as Mayor/City Manager of the above identified municipality and pursuant to Chapter 109, Section 109.004 of the Local Government Code, I request an exception to reduce the above named municipality's police department budget from \_\_\_\_\_ (department's current fiscal year budget) to \_\_\_\_\_ (departments requested fiscal year budget) for the \_\_\_\_\_ (start and end dates) fiscal year.

The budget reduction is due to (check appropriate box(s);

- Capital expenditures related to law enforcement during the preceding fiscal year.
- Municipality's response to a state of disaster declared under Section 418.014.
- Other factor(s) not listed above.

*Briefly describe reason for reduced budget:*

I understand that failure to comply with the below application provisions will result in the PSO denying the municipality's Application for Exception for Certain Reductions to Municipal Police Department Budget;

1. The application and all necessary documentation must be submitted via certified mail to: Public Safety Office, Office of the Governor, PO Box 12428, Austin, Texas 78711.
2. Applications must be postmarked no later than 60 business days prior to the formal adoption of the proposed budget.

I acknowledge the PSO shall not grant an exception under this section after a municipality has adopted a budget for the fiscal year for which it seeks an exception.

\_\_\_\_\_  
Signature

Mayor/City Manager

\_\_\_\_\_  
Date