



## Galveston County Request for Early Release of Check

Why do you need  
the early release?

Quarter payment to Health District

Early Release Date  
Needed

05/11/2026

Check Amount \$ 1,758,355.50

Vendor Name

Galveston County Health District

Requested by  
(Employee)

Joselyne Delgado  
(print name)

5369  
(Ext.)

J. Delgado  
(signed)

Approved by  
(Department  
Head)

Diana Huallpa  
(print name)

5442  
(Ext.)

D Huallpa  
(signed)

Department Name

Budget Office

Disposition

Mail  Pickup

Approved by  
County Auditor

Sergio Cruz  
(signed)

05/11/2026

(date)

Approved by  
County Judge

Mark Henry  
(signed)

05/11/2026

(date)

\*\* It is mandatory that you **HAND DELIVER** the request to the County Auditor for approval, then **HAND DELIVER** the request to the County Judge for approval to process the request. The form must have all original signatures; all blanks must be completed before request will be processed. You will also need backup documentation when making the request. (i.e., purchase order or affidavit, invoice copy, receipts, etc.) Please return the signed request to the Auditor's Office after approval by the County Judge. The release of funds will be from the County Clerk's Office - Treasury Division.

Check No: AP00487048

Check Date: 05/11/2026

Release Date: 05/11/2026