

City of Irving Financial Policies and Procedures  
**Holiday Decorations**

1. In November of each year, the Financial Services Department will issue a memo to all departments, informing them as to whether budgetary conditions allow for holiday decorations.
2. If budgetary conditions allow for holiday decorations, departments are allowed to spend up to \$100 per year, per location, for holiday decorations. Money that is not spent may not be carried forward to subsequent years.