

### Annual Expense Report

Year	Date prepared		
Address			
City	State	ZIP	

Month	Phone	Meals	Travel	Hotel	Entert	Misc.	Total
January							
February							
March							
1 <sup>st</sup> Quarter Total							
April							
May							
June							
2 <sup>nd</sup> Quarter Total							
July							
August							
September							
3 <sup>rd</sup> Quarter Total							
October							
November							
December							
4 <sup>th</sup> Quarter Total							
Annual Totals							
<b>NOTES</b>							