

EXPENSE BOOK

Month _____
& Year: _____

Budget Line _____
Name & Number: _____

Budget _____
Amount: _____

#	DATE	RECEIPT #	VENDOR AND DESCRIPTION	AMOUNT	ACCUMULATED TOTAL	REC
1				OPENING BALANCE		
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						
17						
18						
19						
20						
21			TOTAL			