

FINANCIAL MGT.

DAILY REPORT

DATE:

	<u>SPENT</u>	<u>OBLIGATED</u>	<u>LEFT</u>	<u>COMMENTS</u>
PERSONNEL	_____	_____	_____	_____
MCR	_____	_____	_____	_____
AUTO INS.	_____	_____	_____	_____
TRAVEL	_____	_____	_____	_____
OFFICE & HALL RENTAL	_____	_____	_____	_____
UTILITIES	_____	_____	_____	_____
PHONE	_____	_____	_____	_____
OFFICE SUPPLIES	_____	_____	_____	_____
POSTAGE	_____	_____	_____	_____
PRINTING/COPY	_____	_____	_____	_____
MAINTENANCE REPAIR 5%	_____	_____	_____	_____
OTHER:				
SPECIAL FOOD	_____	_____	_____	_____
TIRES	_____	_____	_____	_____
RADIO SPOTS	_____	_____	_____	_____
COOKS	_____	_____	_____	_____
MEDICAL	_____	_____	_____	_____
LEGAL	_____	_____	_____	_____
SUBMITTED AS BUDGET ADDITION REQUEST:	_____	_____	_____	_____