

TOTAL EXPENSE SHEET

TOTAL EXPENSE SHEET		
COMPANY NAME		
GROSS RECIEPTS/ SALES		
INTEREST		
OTHER INCOME		
TOTAL INCOME	\$	\$
OPERATING EXPENSES		
ADVERTISING		
ACCOUNTING		
ANSWERING SERVICE		
AUTO AND TRUCK EXPENSES		
BANK CHARGES		
COMMISIONS		
COMPUTER EXPENSE		
CASH SHORTAGES		
DELIVERY AND FREIGHT		
MEALS AND ENTERTAINMENT		
INSURANCE		
JANITOR		
CLEANING AND LAUNDRY		
LEGAL AND PROFESSIONAL		
LICENSE AND PERMITS		
OFFICE EXPENSES		
OUTSIDE SERVICE		
PARKING FEES AND TOLLS		
POSTAGE		
PRINTING		
RENTS		
REPAIRS AND MAINTENCE		
SALARIES AND WAGES		
OFFICE		
STORAGE		
PROMOTIONS		
SALES EXPENSES		
SECURITY		
SUPPLIES		
FINES & PENALTIES		
TEMPORARY HELP		
TAXES		
PAYROLL		
REALSTATE		
OTHER		
TOOLS		
TRADE SHOW EXPENSE		
TRAINING AND SEMINARS		
TRAVEL		
UNIFORMS		
UTILITIES		
ELECTRCITY		
TELEPHONE		
WATER		
FUEL		
INTERNET		
TOYAL EXPENSES	\$	\$