

Expense Statement

Employee information

Name

Deborah Watson

Employee ID

Deborah Watson #12

Position

1425 Columbus Ave, Lebanon, Ohio 45036 U

Department

IT Manager

Manager

Pay period

From

To

| Date     | Account | Description | Hotel     | Transport | Fuel | Meals | Phone | Entertain. | Misc. | TOTAL |
|----------|---------|-------------|-----------|-----------|------|-------|-------|------------|-------|-------|
|          |         |             | \$ 100.00 | \$ -      | \$ - | \$ -  | \$ -  | \$ -       | \$ -  | -     |
|          |         |             |           |           |      |       |       |            |       | -     |
|          |         |             |           |           |      |       |       |            |       | -     |
|          |         |             |           |           |      |       |       |            |       | -     |
|          |         |             |           |           |      |       |       |            |       | -     |
|          |         |             |           |           |      |       |       |            |       | -     |
|          |         |             |           |           |      |       |       |            |       | -     |
|          |         |             |           |           |      |       |       |            |       | -     |
|          |         |             | \$ 100.00 | \$ -      | \$ - | \$ -  | \$ -  | \$ -       | \$ -  | -     |
| Subtotal |         |             |           |           |      |       |       |            |       | \$ -  |
| Advances |         |             |           |           |      |       |       |            |       |       |
| TOTAL    |         |             |           |           |      |       |       |            |       | \$ -  |

Approved by

Notes

