



TROOP 92

Hazlet, NJ

EXPENSE REPORT

DATE: _____

NAME: _____

DATE	EVENT/PURPOSE	CHART OF ACCOUNT EXPENSE	AMOUNT
			\$
			\$
			\$
			\$
			\$
			\$
			\$
		TOTAL:	\$

🔔 PLEASE REMEMBER RECEIPTS MUST BE ATTACHED 🔔

Signature: _____

Treasurer Approval: _____ **Check No.:** _____

Reviewed By: _____

CHART OF ACCOUNT EXPENSES

Ads	Miscellaneous ¹
Bank Charges	Office Supplies
Camping: Troop Year	Postage
Camping: Summer	Training
Charter	Troop Account: Council
Cost of Goods (e.g., costs of wreaths)	Trailer: Registration
Eagle	Trailer: Repairs
Equipment	Travel: Fuel Expense Stipend
Insurance	

¹ Miscellaneous should be used as a last resort when no other Chart of Account entry is applicable.