District #: 35
Budget Currency: USD
Fiscal Year **2019-2020**

	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Membership revenue	214	1,371	16,098	2,062	649	259	827	2,340	15,131	2,096	991	1,324	43,362
Conference revenue	-	-	-	-	-	-	-	-	-	-	18,000	-	18,000
Fundraising revenue	-	-	-	-	-	-	-	-	-	-	500	-	500
TLI revenue	-	-	-	-	-	4,000	-	-	-	-	-	-	4,000
District store revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Speech contest revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Other revenue	-	533	-	-	-	-	-	-	-	-	-	-	533
Total revenue	214	1,904	16,098	2,062	649	4,259	827	2,340	15,131	2,096	19,491	1,324	66,395
Conference expense	-	-	-	-	-	-	-	-	-	-	19,700	-	19,700
Fundraising expense	-	-	25	-	-	-	-	-	-	-	75	-	100
TLI expense	553	1,400	-	-	-	5,500	-	-	-	-	-	1,400	8,853
District store expense	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing expense	340	340	1,167	2,340	552	2,100	412	1,477	452	452	1,331	656	11,619
Communications & public relations expen	58	58	58	58	58	58	58	58	58	58	60	60	700
Education & training expense	400	400	-	400	400	-	-	400	400	400	400	760	3,960
Speech contest expense	-	-	-	-	-	-	-	-	-	-	4,300	-	4,300
Administration expense	65	75	185	75	75	75	75	75	75	75	75	75	1,000
Travel expense	1,340	8,018	1,935	784	784	1,385	2,335	535	784	784	1,385	539	20,606
Other expense	181	181	181	181	181	181	181	181	181	181	181	181	2,168
	2,937	10,472	3,551	3,837	2,049	9,299	3,061	2,726	1,949	1,949	27,507	3,671	73,006
District net income/(loss)	(2,723)	(8,568)	12,547	(1,775)	(1,400)	(5,040)	(2,234)	(386)	13,182	147	(8,016)	(2,347)	(6,612)

We, the undersigned, certify that this budget and narrative cover estimated receipts and expenditures for the district year. This budget directs the financial resources entrusted to the district toward achieving the district mission and will be presented to the district council for approval at its next meeting.

District Director	Date
Program Quality Director	Date
Club Growth Director	Date
Finance Manager	Date

	Total	% Budget	Policy Max
Conference expense	19,700		
Fundraising expense	100		
District store expense	-		
Marketing expense	11,619		
	31,419	**43.0%**	**Unlimited**
TLI expense	8,853		
Education & training expense	3,960		
	12,813	**17.6%**	**30.0%**
Communications & public relations expense	700	1.0%	25.0%
Speech contest expense	4,300	5.9%	10.0%
Administration expense	1,000	1.4%	20.0%
Travel expense	20,606	28.2%	30.0%
Other expense	2,168	3.0%	10.0%
	28,774		
Total Expenses	**73,006**	**100.0%**	

Total Stockholders Equity per Balance Sheet as of June 30, 2019	31,763.58
Retention amount needed on June 30, 2020*	10841
Remaining funds at Year-end (estimated)**	14,310.96

*This amount is provided by World Headquarters in an email.

**The goal is to budget the Remaining funds at Year-end to be as close to zero as possible without creating a loss. This amount should not be negative.

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT **35**

Following is a brief description/explanation of the estimated income and estimated expenses based on the goals outlined in the district success plan. The white rows are not password protected. Users may adjust the white area as necessary by adjusting the row height. Alternatively, a separate sheet may be used. **Each section of this narrative page must be completed in order for this report to be considered complete and counted as received by WHQ.** There are example questions to answer in each box. These can be deleted and replaced by your answers.

(Numbers are pulled from Summary tab)

	Budgeted
Membership Revenue	**43,362**

We expect to meet and hope to exceed the membership goals set last year in order to be a Distinguished District.

Conference Net Income/(Loss)	**(1,700)**

Conferences in D35 have been popular, and the fall conference will be missed. The Spring Convention is budgeted to Net $0. Historically we have been successful in meeting this goal, and have in certain years shown a small profit. $1700 balance is reserved for keynote speaker's lodging fee for Dec-19 and May-20, which is budgeted under Travel.

Fundraising Net Income/(Loss)	**400**

Fundraising has not been done previously in the district; we are anticipating raising $250 at the district-wide Winter TLI and $250 at the Spring Convention. Raffle application expense and tickets and supplies are budgeted at $100.

TLI Net Income/(Loss)	**(4,853)**

Division (7) are the TLI Sponsors. Each holds 2-3 in the summer season including makeup session. The District supports this through an allocation of $200 per division per season to ensure quality training. Food is a large component of the expense since evening trainings often begin at 5pm and Saturday early morning. We plan to hold a District wide Winter TLI again after several previously successful events. We plan on increasing the charge per member for this event in order to reduce the amount of subsidy provided by the district. This combined with the Division TLIs result in a year to date subsidy of TLI of $4,853.

District Store Net Income/(Loss)	**-**

The District does not operate a District Store.

Other Revenue	**533**

A disbanded club donated the cash balance to the District.

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET **DISTRICT** **35**
2019-2020

Following is a brief description/explanation of the estimated income and estimated expenses based on the goals outlined in the district success plan. The white rows are not password protected. Users may adjust the white area as necessary by adjusting the row height. Alternatively, a separate sheet may be used. **Each section of this narrative page must be completed in order for this report to be considered complete and counted as received by WHQ.** There are example questions to answer in each box. These can be deleted and replaced by your answers.

(Numbers are pulled from Summary tab)

	Budgeted
Marketing	**11,619**

The District strives to return to Distinguished District Status. Marketing funds are focused on building new clubs, maintaining club membership growth, and incent healthy clubs through recognition focused on the distinguished club program. Incentives are based on membership growth, membership retention, club coaching, club rebuilding, new clubs, and the distinguished club program. $4,950 has been allocated for building new clubs. This will pay for a new club incentive of a club banner. This will also pay for the cost to promote Toastmasters across the district as we help attact new members to these clubs. We will also purchase a replacement banner for Eastern Division to be displayed during events throughout the year. New expense this year is

Communications and Public Relations	**700**

The District will continue to allocate funds for upgraded Facebook capabilities, MeetUp, Web hosting, and mass email (Mail Chimp) usage.

Education and Training	**3,960**

For training Area and Division Directors and incoming Area and Division Directors we have budgeted $400 for each DEC meeting that occurs in person. These funds are historcially used for coffee, snacks, lunch and room rental. Additionally, $360 for nametags for incoming DEC members.

Speech contests	**4,300**

Speech are very popluar in District 35. The District Purchases 1st and 2nd place trophies for each contest from the Area level on up. Additionally, an additional $75 per division and $40 per area is allocated to hold those contests. Most of those expenses are food. An additional $1,000 has been budgeted to record the District International Speech Contest due to the changes in the Semi-Final Process.

Administration	**1,000**

Administration covers postage and mail. Nominal printing and supply funds used by our Finance Manager and Audit Team. An additional $110 has been allocated toward software and subscriptions needed to successfully conduct the Virtual District Council Meeting in September.

Travel	**20,606**

Travel has been budgeted lower than in the past due to reduced overall spending in order to meet the 30% maximum threshhold. District 35 is a geographically large district and we are unable to reimburse as much travel as we'd like for our district officers and will try to conserve monies where possible in order to reimburse more to those who need it. We encourage DEC members to carpool whenever possible; despite this, we expect to have to cut off reimbursements for mileage for all DEC members by mid-year in order to stay within the budget. Keynote speaker lodging fee is budgeted at $850 for Winter TLI and Spring Convention respectively.

Other Expenses	**2,168**

No other expenses are expected or planned.

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT **35**

		USD												
Account #	**Account Name**	**Jul-19**	**Aug-19**	**Sep-19**	**Oct-19**	**Nov-19**	**Dec-19**	**Jan-20**	**Feb-20**	**Mar-20**	**Apr-20**	**May-20**	**Jun-20**	**Total**
6005	**Membership Revenue**	214	1,371	16,098	2,062	649	259	827	2,340	15,131	2,096	991	1,324	**43,362**

**This amount is provided by World Headquarters in an email.

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT 35

USD

Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Conference Revenue														
6025	Conference Registration-Member											18,000		18,000
6025	Conference Registration-Spouse / guest													-
6025	Conference-Late registrations													-
6025	Conference Registration -Meal Events													-
6025	Conference Registration-Speech contest													-
6025	Conference Registration -Other													-
6025	Conference Registration-Training													-
6050	Conference Refunds - Registration & Tickets													-
6055	Conference Refunds - Other													-
6060	Reimbursments - Registration & Tickets													-
6030	Conference-Sponsorship/Advertising													-
6035	Conference-Raffle													-
6040	Conference-Auction													-
6010	Conference-Donation													-
6020	Conference-Other Revenue													-
Total Conference Revenue		-	-	-	-	-	-	-	-	-	-	**18,000**	-	**18,000**
Conference Expenses														
7004	Conference-Badges & Pins													-
7008	Conference-Promotional Materials													-
7010	Conference-Awards Expense (Trophies,											500		500
7012	Conference-Supplies & Stationery Expense											200		200
7014	Conference-Room Rental Event Expense											750		750
7016	Conference-Meal Event Expense											12,500		12,500
7018	Conference-Decorations Expense													-
7020	Conference-Printing Expense											700		700
7022	Conference-Audio Visual Expense											1,000		1,000
7030	Conference-Photocopying Expense											250		250
7042	Conference-Outside Contractor Expense											1,700		1,700
7048	Conference-Equipment Purchase Expense													-
7070	Conference-Bank Charges & Credit Card Fee													-
7072	Conference-Sales Tax Expense (incl. GST,													-
7078	Conference-Food Expense													-
7080	Conference-Gifts & Thank Yous											100		100
7086	Conference-Miscellaneous Expenses											1,500		1,500
7090	Equipment Rental											500		500
														-
														-
														-
Total Conference Expenses		-	-	-	-	-	-	-	-	-	-	**19,700**	-	**19,700**
Conference Net Income/(Loss)		-	-	-	-	-	-	-	-	-	-	**(1,700)**	-	**(1,700)**

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
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DISTRICT 35

USD

Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Fundraising Revenue														
6025	Fundraising Registration													-
6010	Fundraising Donations - Individual													-
6010	Fundraising Donations - Corporate													-
6010	Fundraising Donations - Other											500		500
6050	Fundraising Refunds - Registration & Tickets													-
6055	Fundraising Refunds - Other													-
6060	Reimbursments - Registration & Tickets													-
6020	Fundraising Other Revenue													-
6030	Fundraising Sponsorship/Advertising Revenue													-
6035	Fundraising Raffle Revenue													-
6040	Fundraising Auction Revenue													-
Total Fundraising Revenue		**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**500**	**-**	**500**
Fundraising Expenses														
7008	Fundraising-Promotional Materials													**-**
7010	Fundraising-Awards Expense (Trophies,													**-**
7012	Fundraising-Supplies & Stationery Expense													**-**
7014	Fundraising-Room Rental Event Expense													**-**
7018	Fundraising-Decorations Expense													**-**
7022	Fundraising-Audio Visual Expense													**-**
7042	Fundraising-Outside Contractor Expense													**-**
7070	Fundraising-Bank Charges & Credit Card Fee													**-**
7078	Fundraising-Food Expense													**-**
7086	Fundraising-Miscellaneous Expenses			25								75		**100**
7090	Equipment Rental													**-**
														-
														-
														-
Total Fundraising Expenses		**-**	**-**	**25**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**75**	**-**	**100**
Fundraising Net Income/(Loss)		**-**	**-**	**(25)**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**425**	**-**	**400**

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT **35**

USD

Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
TLI Revenue														
6025	TLI Registration-Member registrations						4,000							4,000
6025	TLI Registration-Spouse / guest registrations													-
6025	TLI Registration-Late registrations													-
6025	TLI Registration-Meal Events													-
6025	TLI Registration-Speech contest													-
6025	TLI Registration-Other													-
6025	TLI Registration-Training													-
6025	TLI Registration-Speechcraft													-
6050	TLI Refunds - Registration & Tickets													-
6055	TLI Refunds - Other													-
6060	Reimbursments - Registration & Tickets													-
6030	TLI Sponsorship/Advertising													-
6035	TLI Raffle													-
6010	TLI Donation													-
6020	TLI Other Revenue													-
Total TLI Revenue		**-**	**-**	**-**	**-**	**-**	**4,000**	**-**	**-**	**-**	**-**	**-**	**-**	**4,000**
TLI Expenses														
7006	TLI-Educational Materials													-
7010	TLI-Awards Expense (Trophies, Plaques,													-
7012	TLI-Supplies & Stationery Expense													-
7014	TLI-Room Rental Event Expense						1,000							1,000
7016	TLI-Meal Event Expense	553	1,400				3,500						1,400	6,853
7020	TLI-Printing Expense													-
7030	TLI-Photocopying Expense													-
7070	TLI-Bank Charges & Credit Card Fee													-
7072	TLI-Sales Tax Expense (incl. GST, VAT, etc.)													-
7080	TLI-Gifts & Thank Yous													-
7086	TLI-Miscellaneous Expenses													-
7090	Equipment Rental						1,000							1,000
														-
														-
														-
Total TLI Expenses		**553**	**1,400**	**-**	**-**	**-**	**5,500**	**-**	**-**	**-**	**-**	**-**	**1,400**	**8,853**
TLI Net Income/(Loss)		**(553)**	**(1,400)**	**-**	**-**	**-**	**(1,500)**	**-**	**-**	**-**	**-**	**-**	**(1,400)**	**(4,853)**

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
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DISTRICT 35

Account #	Account Name	USD												
		Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
6045	District Store Revenue													-
7002	Cost of Sales Expense - District Store													-
District Store Net Income/(Loss)		-	-	-	-	-	-	-	-	-	-	-	-	-

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DISTRICT 35

USD

Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Other Revenue														
6010	Donation Revenue													-
6015	Interest Income													-
6020	Miscellaneous Income		533											533
6025	Registration & Ticket Revenue													-
6030	Sponsorship/Advertising Revenue													-
6035	Raffle Revenue													-
6050	Refunds - Registration & Tickets													-
6055	Refunds - Other													-
District Store Net Income/(Loss)		-	533	-	-	-	-	-	-	-	-	-	-	533

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DISTRICT 35

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Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Marketing Expenses														
	Marketing - Building New Clubs													
7006	Marketing-Educational Materials													-
7008	Marketing-Promotional Materials	150	150	150	150	150	150	150	150	150	150	150	150	1,800
7010	Marketing-Awards Expense (Trophies,													-
7012	Marketing-Supplies & Stationery Expense			150										150
7036	Marketing-Advertising Expense													-
7044	Marketing-Postage & Shipping Expense													-
7082	Marketing-Incentives	150	150	150	150	150	150	150	150	150	150	150	150	1,800
														-
														-
														-
		300	300	450	300	300	300	300	300	300	300	300	300	3,750
	Marketing - Membership Growth													
7004	Marketing-Badges & Pins													-
7006	Marketing-Educational Materials													-
7008	Marketing-Promotional Materials			180										180
7010	Marketing-Awards Expense (Trophies,													-
7036	Marketing-Advertising Expense				600				600					1,200
7040	Marketing-Trade Show Registration Expense			425					425					850
7086	Marketing-Miscellaneous Expenses													-
														-
														-
														-
		-	-	605	600	-	-	-	1,025	-	-	-	-	2,230
	Marketing-Club coaches													
7006	Marketing-Educational Materials													-
7010	Marketing-Awards Expense (Trophies,						400					450		850
7020	Marketing-Printing Expense													-
														-
														-
														-
		-	-	-	-	-	400	-	-	-	-	450	-	850
	Marketing-Rebuilding													
7004	Marketing-Badges & Pins													-
7006	Marketing-Educational Materials													-
7010	Marketing-Awards Expense (Trophies,													-
														-
														-
														-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	Marketing-Recognition													
7004	Marketing-Badges & Pins													-
7008	Marketing-Promotional Materials													-
7010	Marketing-Awards Expense (Trophies,													-
7020	Marketing-Printing Expense											112	112	224

7080	Marketing-Gifts & Thank Yous											225		225
7082	Marketing-Incentives	40	40	112	1,440	252	1,400	112	152	152	152	244	244	4,340
7086	Marketing-Miscellaneous Expenses													-
														-
														-
														-
		40	40	112	1,440	252	1,400	112	152	152	152	581	356	4,789
	Marketing-Other Expense													
7008	Marketing-Promotional Materials													-
7010	Marketing-Awards Expense (Trophies,													-
7036	Marketing-Advertising Expense													-
7048	Marketing-Equipment Purchase Expense													-
7078	Marketing-Food Expense													-
7080	Marketing-Gifts & Thank Yous													-
7086	Marketing-Miscellaneous Expenses													-
														-
														-
														-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Marketing Expenses	**340**	**340**	**1,167**	**2,340**	**552**	**2,100**	**412**	**1,477**	**452**	**452**	**1,331**	**656**	**11,619**

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DISTRICT 35

USD

Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Communications & PR Expenses														
7008	CPR-Promotional Materials													-
7012	CPR-Supplies & Stationery Expense													-
7014	CPR-Room Rental Event Expense													-
7020	CPR-Printing Expense													-
7024	CPR-Newsletter Expense													-
7026	CPR-Website Expense	46	46	46	46	46	46	46	46	46	46	47	47	554
7028	CPR-Directory Expense	12	12	12	12	12	12	12	12	12	12	13	13	146
7042	CPR-Outside Contractor Expense													-
7044	CPR-Postage & Shipping Expense													-
7086	CPR-Miscellaneous Expenses													-
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
	Total Communications & PR Expenses	58	58	58	58	58	58	58	58	58	58	60	60	700

TOASTMASTERS INTERNATIONAL
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DISTRICT 35

USD

Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Education & Training Expenses														
	Distinguished Clubs													
7006	ET-Educational Materials													-
7008	ET-Promotional Materials													-
7010	ET-Awards Expense (Trophies, Plaques,													-
7078	ET-Food Expense													-
7080	ET-Gifts & Thank Yous													-
7082	ET-Incentives													-
														-
														-
														-
														-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	Training Club Officers													
7006	ET-Educational Materials													-
7010	ET-Awards Expense (Trophies, Plaques,													-
7014	ET-Room Rental Event Expense													-
7016	ET-Meal Event Expense													-
7042	ET-Outside Contractor Expense													-
7078	ET-Food Expense													-
														-
														-
														-
														-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	Training Division & Area Directors													
7004	ET-Badges & Pins												360	360
7006	ET-Educational Materials													-
7012	ET-Supplies & Stationery Expense													-
7014	ET-Room Rental Event Expense													-
7016	ET-Meal Event Expense	400	400		400	400			400	400	400	400	400	3,600
7078	ET-Food Expense													-
														-
														-
														-
														-
		400	400	-	400	400	-	-	400	400	400	400	760	3,960
	Training Areas & Divisions													
7006	ET-Educational Materials													-
7010	ET-Awards Expense (Trophies, Plaques,													-
7078	ET-Food Expense													-
														-
														-
														-
														-
		-	-	-	-	-	-	-	-	-	-	-	-	-

Other Expenses													
7004 ET-Badges & Pins													-
7006 ET-Educational Materials													-
7010 ET-Awards Expense (Trophies, Plaques,													-
7016 ET-Meal Event Expense													-
7082 ET-Incentives													-
7086 ET-Miscellaneous Expenses													-
													-
													-
													-
													-
	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Education & Training Expenses	**400**	**400**	**-**	**400**	**400**	**-**	**-**	**400**	**400**	**400**	**400**	**760**	**3,960**

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DISTRICT 35

USD

Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Speech Contest Revenue														
6010	SC-Donation Revenue													-
6015	SC-Interest Income													-
6020	SC-Miscellaneous Income													-
6025	SC-Registration & Ticket Revenue													-
6030	SC-Sponsorship/Advertising Revenue													-
6035	SC-Raffle Revenue													-
6050	SC-Refunds - Registration & Tickets													-
6055	SC-Refunds - Other													-
	Total Speech Contest Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Speech Contest Expenses														
7006	SC-Educational Materials													-
7010	SC-Awards Expense (Trophies, Plaques,											1,600		1,600
7012	SC-Supplies & Stationery Expense													-
7014	SC-Room Rental Event Expense													-
7078	SC-Food Expense													-
7086	SC-Miscellaneous Expenses													-
7090	Equipment Rental													-
7016	SC-Meal Event Expense											1,700		1,700
7022	SC-Audio Visual Expense											1,000		1,000
														-
	Total Speech Contest Expenses	-	-	-	-	-	-	-	-	-	-	4,300	-	4,300
Speech Contest Net Income/(Loss)		**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**(4,300)**	**-**	**(4,300)**

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Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
Administration Expenses														
7004	Admin-Badges & Pins													-
7008	Admin-Promotional Materials													-
7010	Admin-Awards Expense (Trophies, Plaques,													-
7012	Admin-Supplies & Stationery Expense		10	10	10	10	10	10	10	10	10	10	10	110
7014	Admin-Room Rental Event Expense													-
7020	Admin-Printing Expense													-
7022	Admin-Audio Visual Expense													-
7026	Admin-Website Expense													-
7030	Admin-Photocopying Expense													-
7032	Admin-Telephone Expense													-
7034	Admin-Conference Calls & Webinars Expense			110										110
7044	Admin-Postage & Shipping Expense	25	25	25	25	25	25	25	25	25	25	25	25	300
7046	Admin-Express Mail/Courier Expense													-
7048	Admin-Equipment Purchase Expense (Less													-
7070	Admin-Bank Charges & Credit Card Fee	40	40	40	40	40	40	40	40	40	40	40	40	480
7078	Admin-Food Expense													-
7086	Admin-Miscellaneous Expenses													-
7084	Sympathy Expense													-
7088	Storage Expenses													-
7090	Equipment Rental													-
														-
														-
														-
														-
														-
														-
														-
														-
	Total Administration Expenses	65	75	185	75	75	75	75	75	75	75	75	75	1,000

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Travel Expenses

Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
	District Director													
7056	Convention Registration Fees Expense		350											350
7058	Lodging Expense		1,927					600						2,527
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense	50	50	50	50	50	50	50	50	50	50	50	50	600
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7078	Travel-Food Expense													-
		50	2,327	50	50	50	50	650	50	50	50	50	50	3,477
	Club Growth Director													
7056	Convention Registration Fees Expense		550											550
7058	Lodging Expense		1,927					600						2,527
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense	50	50	50	50	50	50	50	50	50	50	50	50	600
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7078	Travel-Food Expense													-
		50	2,527	50	50	50	50	650	50	50	50	50	50	3,677
	Program Quality Director													
7056	Convention Registration Fees Expense		550											550
7058	Lodging Expense		1,927					600						2,527
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense	50	50	50	50	50	50	50	50	50	50	50	50	600
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7078	Travel-Food Expense													-
		50	2,527	50	50	50	50	650	50	50	50	50	50	3,677
	Finance Manager													
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense	8	8		4	4				4	4		4	34
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		8	8	-	4	4	-	-	-	4	4	-	4	34

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Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
	PR Manager													
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense	15	15		15	15				15	15			90
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		15	15	-	15	15	-	-	-	15	15	-	-	90
	Administration Manager													
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense	15	15		15	15				15	15			90
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		15	15	-	15	15	-	-	-	15	15	-	-	90
	Division Director													
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense	350	175		175	175				175	175			1,225
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		350	175	-	175	175	-	-	-	175	175	-	-	1,225
	Area Director													
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense	737	360	360	360	360	360	360	360	360	360	360	360	4,697
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		737	360	360	360	360	360	360	360	360	360	360	360	4,697

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Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
	IPDG													
7058	Lodging Expense			1,000										1,000
7060	Transportation - Airfare Expense			400										400
7062	Transportation - Mileage Expense	40	40		40	40				40	40			240
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7078	Travel-Food Expense													-
		40	40	1,400	40	40	-	-	-	40	40	-	-	1,640
	Keynote Speaker													
7058	Lodging Expense						850					850		1,700
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense													-
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		-	-	-	-	-	850	-	-	-	-	850	-	1,700
	Other Member													
7058	Lodging Expense													-
7060	Transportation - Airfare Expense													-
7062	Transportation - Mileage Expense	25	25	25	25	25	25	25	25	25	25	25	25	300
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		25	25	25	25	25	25	25	25	25	25	25	25	300
	Total Travel Expenses	1,340	8,018	1,935	784	784	1,385	2,335	535	784	784	1,385	539	20,606

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Account #	Account Name	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20	Total
		USD												
Other Expenses														
7086	Miscellaneous Expenses													-
7092	Other-TI Allocation	181	181	181	181	181	181	181	181	181	181	181	181	2,168
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
	Total Other Expenses	181	181	181	181	181	181	181	181	181	181	181	181	2,168