



EDUCATORS

Professional Fess & Dues:	
Alumni Dues	
Association Dues	
Credentials	
License	
School Dues	
Union Dues	
Other:	
Other:	

Continuing Education:	
Correspondence Course Fees	
Course Registration	
Lab Fees	
Materials & Supplies	
Photocopy Expenses	
Reference Materials	
Research Expenses	
Seminar Fees	
Textbook	
Transcripts	
Tuition	
Other:	

Out of Town Travel:	
Airfare	
Bridge & Highway Tolls	
Bus, Subway, Taxi & Train	
Car Rental	
Laundry	
Lodging (do not combine with meal)	
Meals (don not combine with lodging)	
Porter, Bell Captain	
Parking	
Telephone Calls (including home)	
Other:	

Miscellaneous Expenses:	
Liability Insurance - Business	
Periodicals	
Résumé - Job Seeking	
Other:	
Other:	
Other:	
Other:	

Telephone Expenses:	
Fax Transmissions	
Internet Expenses	
Telephone	
Cellular	
Other:	

Auto Travel:	
Away from Home Overnight (mi)	
Between Jobs or Job Locations (mi)	
Continuing Education (mi)	
Field Trips (mi)	
Library (mi)	
Meetings (mi)	
Purchasing Job Supplies & Materials (mi)	
Professional Society Meetings (mi)	
School Functions (mi)	
Seminars (mi)	
Parking Fees (\$)	
Tolls (\$)	
Other:	

Classroom Supplies:	
Arts & Crafts Materials	
Audio Visual Supplies	
Books	
Classroom Decorations	
Computer Software	
Film & Processing	
Grading Expenses	
Magazines	
Music	
Newspapers	
Paper	
Party Supplies	
Photocopy Expenses	
Printing	
Records, Tapes etc.	
Stationery	
Students Prizes & Awards	
Trophies	
Visual Aids	
Video Tapes	
Other:	
Other:	