



MONTHLY EXPENSE REPORT - Walden Gerris Advertising

PAY PERIOD: 09.15.2024 - 09.30.2024

EMPLOYEE NAME:	Melanie Rodrigues	DEPARTMENT:	Sales
EMPLOYEE ID:	#09180901	MANAGER:	Janet Brooks

DATE	DESCRIPTION	AIR / TRANS.	LODGING	FUEL	MEALS	ENTERTAINMENT	OTHER*	TOTAL
09.16.2024	Tech Conference in Seattle	\$230.00	\$300.00	\$60.00	\$180.00	\$60.00		\$830.00
09.21.2024	Client Meeting			\$20.00	\$110.00			\$130.00
09.28.2024	Client Meeting			\$15.00	\$130.00			\$145.00
09.28.2024	Sales Strategy Course						\$140.00	\$140.00
SUBTOTAL								\$1,245.00
ADVANCES								\$400.00
TOTAL REIMBURSEMENT								\$1,645.00

Please attach all receipts of expenses.

***DESCRIPTION OF "OTHER" EXPENSES:**

09.28.2021 (\$140.00) - An online sales strategy course with a framework for improved conversions, and better lead nurturing.



How To Create An Expense Report

AW Chickering



How To Create An Expense Report:

The book delves into How To Create An Expense Report. How To Create An Expense Report is a crucial topic that must be grasped by everyone, ranging from students and scholars to the general public. This book will furnish comprehensive and in-depth insights into How To Create An Expense Report, encompassing both the fundamentals and more intricate discussions.

1. The book is structured into several chapters, namely:
 - Chapter 1: Introduction to How To Create An Expense Report
 - Chapter 2: Essential Elements of How To Create An Expense Report
 - Chapter 3: How To Create An Expense Report in Everyday Life
 - Chapter 4: How To Create An Expense Report in Specific Contexts
 - Chapter 5: Conclusion
 2. In chapter 1, this book will provide an overview of How To Create An Expense Report. The first chapter will explore what How To Create An Expense Report is, why How To Create An Expense Report is vital, and how to effectively learn about How To Create An Expense Report.
 3. In chapter 2, this book will delve into the foundational concepts of How To Create An Expense Report. This chapter will elucidate the essential principles that must be understood to grasp How To Create An Expense Report in its entirety.
 4. In chapter 3, this book will examine the practical applications of How To Create An Expense Report in daily life. This chapter will showcase real-world examples of how How To Create An Expense Report can be effectively utilized in everyday scenarios.
 5. In chapter 4, this book will scrutinize the relevance of How To Create An Expense Report in specific contexts. This chapter will explore how How To Create An Expense Report is applied in specialized fields, such as education, business, and technology.
 6. In chapter 5, the author will draw a conclusion about How To Create An Expense Report. This chapter will summarize the key points that have been discussed throughout the book.
- The book is crafted in an easy-to-understand language and is complemented by engaging illustrations. This book is highly recommended for anyone seeking to gain a comprehensive understanding of How To Create An Expense Report.

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