



**AREA 33 GENERAL SERVICES**  
**MONTHLY EXPENSE REPORT FOR**  
**BUDGETED COMMITTEES AND OFFICERS**



Name: \_\_\_\_\_ Date: \_\_\_\_\_

Committee or Officer Position: \_\_\_\_\_

Department	Amount
Literature	\$ _____
Telephone	_____
Copies	_____
Mailing	_____
Postage	_____
Misc _____	_____
_____	_____
<b>Total Monthly Expenses</b>	<b>\$ _____</b>

Area 33 is required to conform to I.R.S. Guidelines in order to preserve our tax-free status under 501(C3). The Finance Committee thought it would be helpful to provide monthly expense forms to facilitate accountability in the event we are ever audited.

Please give this filled out form to the Treasurer each month at the Area Assembly Meeting and one copy to Finance Committee Chairperson. Receipts in support of this expense form should be attached and given to the Treasurer.

2009 Treasurer: Dennis Morrow

2009 Finance Chair: Bill Thomson