District #: 31
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	1,432	2,625	24,490	8,659	3,211	1,619	2,121	3,274	24,699	8,556	3,625	2,402	86,713
Conference revenue	-	-	-	-	-	-	-	-	-	-	48,825	-	48,825
Fundraising revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
TLI revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
District store revenue	-	-	-	-	-	-	-	-	-	-	-	100	100
Speech contest revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Other revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Total revenue	1,432	2,625	24,490	8,659	3,211	1,619	2,121	3,274	24,699	8,556	52,450	2,502	135,638
Conference expense	-	-	-	-	-	-	-	-	-	-	43,820	-	43,820
Fundraising expense	-	-	-	-	-	-	-	-	-	-	-	-	-
TLI expense	4,975	-	-	-	-	450	2,075	450	-	-	-	-	7,950
District store expense	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing expense	-	35	35	35	35	335	335	1,235	1,235	1,235	635	335	5,485
Communications & public relations exper	464	144	144	144	525	194	194	194	194	144	225	144	2,707
Education & training expense	225	-	225	-	-	-	-	500	-	9,215	-	-	10,165
Speech contest expense	-	-	-	-	-	-	2,000	2,500	2,500	2,000	-	-	9,000
Administration expense	-	-	1,550	-	1,050	500	150	-	50	1,100	50	2,550	7,000
Travel expense	350	5,120	50	50	150	350	4,500	350	50	50	2,250	150	13,420
Other expense	361	361	361	361	361	361	361	361	361	361	361	361	4,336
	6,375	5,660	2,365	590	2,121	2,190	9,615	5,590	4,390	14,105	47,341	3,540	103,883
District net income/(loss)	(4,943)	(3,035)	22,125	8,069	1,090	(571)	(7,494)	(2,316)	20,309	(5,549)	5,109	(1,038)	31,755

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	43,820			
Fundraising expense	-			
District store expense	-			
Marketing expense	5,485			
	49,305	**47.5%**	**Unlimited**	
TLI expense	7,950			
Education & training expense	10,165			
	18,115	**17.4%**	**30.0%**	0
Communications & public relations expense	2,707	2.6%	25.0%	0
Speech contest expense	9,000	8.7%	10.0%	0
Administration expense	7,000	6.7%	20.0%	0
Travel expense	13,420	12.9%	30.0%	0
Other expense	4,336	4.2%	10.0%	0
	36,463			
Total Expenses	**103,883**	**100.0%**		

Total Stockholders Equity per Balance Sheet as of June 30, 2019	1,958.82
Retention amount needed on June 30, 2020*	21678
Remaining funds at Year-end (estimated)**	12,036.22

*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 **DISTRICT** **31**
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
Membership Revenue	**86,713**

We lost some clubs and membership last year but are starting the year strong with 3 new clubs, 2 clubs returning to good standing, 3 more in queue to be charted and several leads on the horizon. Club Growth director is focused on club quality and member experience.

Conference Net Income/(Loss)	**5,005**

Last year our conference did not pay for itself. We have adjusted the # of days from 3 to 2. Expectaions for attendance to 100. Adjusted ticket prices to atleast cover the room and meal expenses. Will try to increase sponsorships to offset cost. Split out the Gala ticket to be it's own expense. This year will be more restrictive of the coupon codes.

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

We are planning a firstime fundraising event for the fall. Since we started the year "underwater" we have some financial making up to do.

TLI Net Income/(Loss)	**(7,950)**

We are changing our TLI model this year. Historically we have covered food expenses, Starting in the Winter we will charge $5 person if they want food at the TLI. We have 9 TLI's in summer and 9 TLI's in Winter. 2 venues have rental expectations.

District Store Net Income/(Loss)	**100**

The district has decided t discontinue the store since much of the TMIi content will be virtual.

Other Revenue	**-**

None is planned

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET **DISTRICT** **31**
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	**5,485**

Our marketing is currently focused internally on incentives such as Open House and you deliver we deliver. This year we are planning to provide a lectern banner to each new club that charters.

Communications and Public Relations	**2,707**

Continue with newsletter, emails, meetup, slack, twitter and facebook.

Education and Training	**10,165**

Education is focused on the Club Officers, DEC Team and Pathways for the clubs. We have adjusted our expectations for the Triple crown achievement to 190 and selected a trophy with a cost of $48.50 instead of the $72.50 last year. Future adjsutements to our triple crown program are planned.

Speech contests	**9,000**

We made a difficult decision to cut the fall contests to reduce expenses and allow clubs to focus on quality and growth. In the Spring we will h ave the International and the Evaluation speech contests through to the District Level.

Administration	**7,000**

Administration will cover the virtual meeting in september and all DEC meetings 2 of which will be virtual and 2 will be in person to help offset cost and to improve our digital/virtual communication style.

Travel	**13,420**

Travel expenses are predominantly for the Trio to travel to training and to clubs. Club Growth has an increased budget for travel to demo clubs.

Other Expenses	**4,336**

Other expenses reflect the 4% of overal revenue that goes back to TMI.

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT **31**

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												
6005	**Membership Revenue**	1,432	2,625	24,490	8,659	3,211	1,619	2,121	3,274	24,699	8,556	3,625	2,402	**86,713**

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

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT 31

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												
Conference Revenue														
6025	Conference Registration-Member											24,000		24,000
6025	Conference Registration-Spouse / guest													-
6025	Conference-Late registrations													-
6025	Conference Registration -Meal Events											9,375		9,375
6025	Conference Registration-Speech contest											450		450
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											15,000		15,000
6035	Conference-Raffle													-
6040	Conference-Auction													-
6010	Conference-Donation													-
6020	Conference-Other Revenue													-
Total Conference Revenue		-	-	-	-	-	-	-	-	-	-	**48,825**	-	**48,825**
Conference Expenses														
7004	Conference-Badges & Pins													-
7008	Conference-Promotional Materials							-				500		500
7010	Conference-Awards Expense (Trophies,											500		500
7012	Conference-Supplies & Stationery Expense							-				500		500
7014	Conference-Room Rental Event Expense											3,400		3,400
7016	Conference-Meal Event Expense											21,000		21,000
7018	Conference-Decorations Expense											500		500
7020	Conference-Printing Expense											1,000		1,000
7022	Conference-Audio Visual Expense											1,000		1,000
7030	Conference-Photocopying Expense											500		500
7042	Conference-Outside Contractor Expense											1,000		1,000
7048	Conference-Equipment Purchase Expense													-
7070	Conference-Bank Charges & Credit Card Fee													-
7072	Conference-Sales Tax Expense (incl. GST,											4,620		4,620
7078	Conference-Food Expense											1,000		1,000
7080	Conference-Gifts & Thank Yous													-
7086	Conference-Miscellaneous Expenses											8,000		8,000
7090	Equipment Rental									-		300		300
										-				-
														-
														-
Total Conference Expenses		-	-	-	-	-	-	-	-	-	-	**43,820**	-	**43,820**
Conference Net Income/(Loss)		-	-	-	-	-	-	-	-	-	-	**5,005**	-	**5,005**

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT 31

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													-
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		-	-	-	-	-	-	-	-	-	-	-	-	-
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													-
7090	Equipment Rental													-
														-
														-
														-
Total Fundraising Expenses		-	-	-	-	-	-	-	-	-	-	-	-	-
Fundraising Net Income/(Loss)		-	-	-	-	-	-	-	-	-	-	-	-	-

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT 31

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													-
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		**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**	**-**
TLI Expenses														
7006	TLI-Educational Materials													-
7010	TLI-Awards Expense (Trophies, Plaques,													-
7012	TLI-Supplies & Stationery Expense													-
7014	TLI-Room Rental Event Expense	975						975						1,950
7016	TLI-Meal Event Expense	4,000					400	1,000	400					5,800
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	-	-				50	100	50					200
7086	TLI-Miscellaneous Expenses													-
7090	Equipment Rental													-
														-
														-
														-
Total TLI Expenses		**4,975**	**-**	**-**	**-**	**-**	**450**	**2,075**	**450**	**-**	**-**	**-**	**-**	**7,950**
TLI Net Income/(Loss)		**(4,975)**	**-**	**-**	**-**	**-**	**(450)**	**(2,075)**	**(450)**	**-**	**-**	**-**	**-**	**(7,950)**

TOASTMASTERS INTERNATIONAL
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DISTRICT 31

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
6045	District Store Revenue												100	100
7002	Cost of Sales Expense - District Store													-
	District Store Net Income/(Loss)	-	-	-	-	-	-	-	-	-	-	-	**100**	**100**

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
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DISTRICT 31

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													-
6025	Registration & Ticket Revenue													-
6030	Sponsorship/Advertising Revenue													-
6035	Raffle Revenue													-
6050	Refunds - Registration & Tickets													-
6055	Refunds - Other													-
District Store Net Income/(Loss)		-	-	-	-	-	-	-	-	-	-	-	-	-

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
Marketing Expenses														
	Marketing - Building New Clubs													
7006	Marketing-Educational Materials													-
7008	Marketing-Promotional Materials													-
7010	Marketing-Awards Expense (Trophies,													-
7012	Marketing-Supplies & Stationery Expense													-
7036	Marketing-Advertising Expense													-
7044	Marketing-Postage & Shipping Expense													-
7082	Marketing-Incentives		35	35	35	35	35	35	35	35	35	35	35	385
														-
														-
														-
		-	35	35	35	35	35	35	35	35	35	35	35	385
	Marketing - Membership Growth													
7004	Marketing-Badges & Pins													-
7006	Marketing-Educational Materials													-
7008	Marketing-Promotional Materials													-
7010	Marketing-Awards Expense (Trophies,													-
7036	Marketing-Advertising Expense													-
7040	Marketing-Trade Show Registration Expense													-
7086	Marketing-Miscellaneous Expenses	-	-	-	-	-	300	300	1,200	1,200	1,200	600	300	5,100
														-
														-
														-
		-	-	-	-	-	300	300	1,200	1,200	1,200	600	300	5,100
	Marketing-Club coaches													
7006	Marketing-Educational Materials													-
7010	Marketing-Awards Expense (Trophies,													-
7020	Marketing-Printing Expense													-
														-
														-
														-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	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													-

7080	Marketing-Gifts & Thank Yous													-
7082	Marketing-Incentives													-
7086	Marketing-Miscellaneous Expenses													-
														-
														-
														-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	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													-
7082	Marketing-Incentives	-	-	-	-	-	-	-	-	-	-	-	-	-
			-	-	-									-
														-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Marketing Expenses	**-**	**35**	**35**	**35**	**35**	**335**	**335**	**1,235**	**1,235**	**1,235**	**635**	**335**	**5,485**

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT 31

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	64	64	64	64	64	64	64	64	64	64	64	64	765
7026	CPR-Website Expense	400	80	80	80	161	80	80	80	80	80	161	80	1,442
7028	CPR-Directory Expense													-
7042	CPR-Outside Contractor Expense													-
7044	CPR-Postage & Shipping Expense	-	-	-	-	300	50	50	50	50	-	-	-	500
7086	CPR-Miscellaneous Expenses													-
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
	Total Communications & PR Expenses	464	144	144	144	525	194	194	194	194	144	225	144	2,707

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT 31

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,							-			9,215			9,215
7078	ET-Food Expense													-
7080	ET-Gifts & Thank Yous													-
7082	ET-Incentives		-						500					500
														-
														-
														-
														-
		-	-	-	-	-	-	-	500	-	9,215	-	-	9,715
	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													-
7006	ET-Educational Materials													-
7012	ET-Supplies & Stationery Expense													-
7014	ET-Room Rental Event Expense													-
7016	ET-Meal Event Expense	225		225										450
7078	ET-Food Expense													-
														-
														-
														-
														-
		225	-	225	-	-	-	-	-	-	-	-	-	450
	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		**225**	**-**	**225**	**-**	**-**	**-**	**-**	**500**	**-**	**9,215**	**-**	**-**	**10,165**

TOASTMASTERS INTERNATIONAL
ANNUAL BUDGET
2019-2020

DISTRICT 31

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,							2,000			500			2,500
7012	SC-Supplies & Stationery Expense								500	500	500			1,500
7014	SC-Room Rental Event Expense													-
7078	SC-Food Expense								2,000	2,000	1,000			5,000
7086	SC-Miscellaneous Expenses													-
7090	Equipment Rental													-
														-
														-
														-
	Total Speech Contest Expenses	-	-	-	-	-	-	2,000	2,500	2,500	2,000	-	-	9,000
Speech Contest Net Income/(Loss)		**-**	**-**	**-**	**-**	**-**	**-**	**(2,000)**	**(2,500)**	**(2,500)**	**(2,000)**	**-**	**-**	**(9,000)**

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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	-		800										800
7008	Admin-Promotional Materials	-	-	200										200
7010	Admin-Awards Expense (Trophies, Plaques,													-
7012	Admin-Supplies & Stationery Expense	-	-											-
7014	Admin-Room Rental Event Expense			250										250
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													-
7044	Admin-Postage & Shipping Expense	-		-			500	100			100			700
7046	Admin-Express Mail/Courier Expense													-
7048	Admin-Equipment Purchase Expense (Less													-
7070	Admin-Bank Charges & Credit Card Fee													-
7078	Admin-Food Expense	-	-	250	-	1,000	-		-	-	1,000	-	2,500	4,750
7086	Admin-Miscellaneous Expenses													-
7084	Sympathy Expense			50		50		50		50		50	50	300
7088	Storage Expenses													-
7090	Equipment Rental													-
														-
														-
														-
														-
														-
														-
														-
														-
	Total Administration Expenses	-	-	1,550	-	1,050	500	150	-	50	1,100	50	2,550	7,000

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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
Travel Expenses														
	District Director													
7056	Convention Registration Fees Expense		300											300
7058	Lodging Expense		1,500					500						2,000
7060	Transportation - Airfare Expense		-					800						800
7062	Transportation - Mileage Expense	100	100	-	-	100	100	100	100	-	-	-	100	700
7064	Transportation - Taxis/Shuttle Expense		100					100						200
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7078	Travel-Food Expense													-
		100	2,000	-	-	100	100	1,500	100	-	-	-	100	4,000
	Club Growth Director													
7056	Convention Registration Fees Expense		300											300
7058	Lodging Expense		1,500					500						2,000
7060	Transportation - Airfare Expense		-					800						800
7062	Transportation - Mileage Expense	100	100	-	-	-	100	100	100	-	-	-	-	500
7064	Transportation - Taxis/Shuttle Expense		100	50	50	50	50	100	50	50	50	50	50	650
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense				-									-
7078	Travel-Food Expense													-
		100	2,000	50	50	50	150	1,500	150	50	50	50	50	4,250
	Program Quality Director													
7056	Convention Registration Fees Expense		-											-
7058	Lodging Expense		-					500						500
7060	Transportation - Airfare Expense		-					800						800
7062	Transportation - Mileage Expense	100	100	-	-	-	100	100	100	-	-	-	-	500
7064	Transportation - Taxis/Shuttle Expense		100					100						200
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7078	Travel-Food Expense													-
		100	200	-	-	-	100	1,500	100	-	-	-	-	2,000
	Finance Manager													
7058	Lodging Expense													-
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,													-
		-	-	-	-	-	-	-	-	-	-	-	-	-

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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													-
7064	Transportation - Taxis/Shuttle Expense													-
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	Administration Manager													
7058	Lodging Expense													-
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,													-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	Division Director													
7058	Lodging Expense													-
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,													-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	Area Director													
7058	Lodging Expense													-
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,													-
		-	-	-	-	-	-	-	-	-	-	-	-	-

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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
	IPDG													
7058	Lodging Expense		-											-
7060	Transportation - Airfare Expense		700											700
7062	Transportation - Mileage Expense	50	50	-		-		-				-		100
7064	Transportation - Taxis/Shuttle Expense		20											20
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7078	Travel-Food Expense		150											150
		50	920	-	-	-	-	-	-	-	-	-	-	970
	Keynote Speaker													
7058	Lodging Expense											500		500
7060	Transportation - Airfare Expense											1,500		1,500
7062	Transportation - Mileage Expense													-
7064	Transportation - Taxis/Shuttle Expense											200		200
7066	Transportation - Rail Expense													-
7068	Transportation - Other Expense													-
7072	Travel-Sales Tax Expense (incl. GST, VAT,													-
		-	-	-	-	-	-	-	-	-	-	2,200	-	2,200
	Other Member													
7058	Lodging Expense													-
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,													-
		-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Travel Expenses	350	5,120	50	50	150	350	4,500	350	50	50	2,250	150	13,420

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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	361	361	361	361	361	361	361	361	361	361	361	361	4,336
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
														-
	Total Other Expenses	361	361	361	361	361	361	361	361	361	361	361	361	4,336