

<i>Electricity</i>														
<i>Gas</i>														
<i>Cable</i>														
<i>Water</i>														
<i>Sewage</i>														
<i>Internet</i>														
Auto Fuel														
Auto Maintenance														
Facility Maintenance														
Equipment/Supplies														
Motor vehicles														
Laundry/Linens														
Cleaning supplies														
Toiletries														
Staff Travel														
Staff Training (routine)														
Client recreation														
Client allowances														
Office equipment														
Contractual Services														
OTHER:														
Employee taxes														
TOTALS														

Use @ to indicate staff having current certification in First Aid. Use # to indicate staff who have received a certificate in Cardiopulmonary Resuscitation (CPR).