



VIRTIPS QUARTERLY EXPENDITURE SUMMARY REPORT

Cost Centre/Member: **Richards - Cranbourne**
For the quarter ending in: **March**
Financial Year: **19/20**

Quarterly Expense Breakdown

Expenditure Category	Quarterly Actual Expenditure (\$)
	Financial Year 19/20
	March
Additional EO salaries, on-costs & staff related expenses	4,600.28
EO facilities, maintenance & cleaning expense	908.91
EO administration & stationery expense	510.96
ICT & telecommunications expense	1,725.47
Postage expense	6,849.66
Advertising, printing & communication expense	4,405.19
Professional development expense	-
Other expenses	-
Travel & Accomodation	-
Total	19,000.47