



VIRTIPS QUARTERLY EXPENDITURE SUMMARY REPORT

Cost Centre/Member: **Richards - Cranbourne**
For the quarter ending in: **December**
Financial Year: **25/26**

Quarterly Expense Breakdown

Expenditure Category	Quarterly Actual Expenditure (\$)
	Financial Year 25/26
	December
Additional EO salaries, on-costs & staff related expenses	13,191.27
EO facilities, maintenance & cleaning expense	855.94
EO administration & stationery expense	438.80
ICT & telecommunications expense	2,869.35
Postage expense	2,191.40
Advertising, printing & communication expense	14,789.97
Professional development expense	-
Other expenses	191.50
Travel & Accomodation	-
Total	34,528.23

Certified by Member