



VIRTIPS QUARTERLY EXPENDITURE SUMMARY REPORT

Cost Centre/Member:	Richards - Cranbourne
For the quarter ending in:	March
Financial Year:	24/25

Quarterly Expense Breakdown

Expenditure Category	Quarterly Actual Expenditure (\$)
	Financial Year 24/25
	March
Additional EO salaries, on-costs & staff related expenses	-
EO facilities, maintenance & cleaning expense	855.35
EO administration & stationery expense	540.21
ICT & telecommunications expense	3,641.10
Postage expense	5,469.42
Advertising, printing & communication expense	8,333.50
Professional development expense	-
Other expenses	16.35
Travel & Accomodation	-
Total	18,855.93

Certified by Member