



VIRTIPS QUARTERLY EXPENDITURE SUMMARY REPORT

Cost Centre/Member: **Richards - Cranbourne**
For the quarter ending in: **March**
Financial Year: **20/21**

Quarterly Expense Breakdown

Expenditure Category	Quarterly Actual Expenditure (\$)
	Financial Year 20/21
	March
Additional EO salaries, on-costs & staff related expenses	1,682.07
EO facilities, maintenance & cleaning expense	337.96
EO administration & stationery expense	-
ICT & telecommunications expense	345.47
Postage expense	8,205.45
Advertising, printing & communication expense	2,791.11
Professional development expense	-
Other expenses	-
Travel & Accomodation	-
Total	13,362.06