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## **EXPENSE REPORT**

Report Date:	Expense Code:		End Date:	
31/08/2010 Business Purpose	MUH_001	30/08/2010	01/09/2010	
Important Sale				
Employee Infor	mation			
Name:		Title:	Title:	
Simon Sales Guy		VP of Sales		
Department:		ID Number:		
Sales & Marketing		SM02	SM02	
E-mail Address:				
ssales@muhim	bi.com			
Manager Inform	ation			
Name:		E-mail Address:		
Manny the Director		mdirector@muhimbi.co	mdirector@muhimbi.com	
Itemized Expension	ses			
Date	Description	Category	Cost	
30/08/2010	Flights to Rome	Transportation	799.00	
31/08/2010	Hotel Room	Lodging	102.00	
31/08/2010 01/09/2010	Hotel Room Customer 'bribe'	Lodging Entertainment	102.00 1,250.00	
		Entertainment	1,250.00	
		Entertainment	1,250.00 2,151.00	