



EDUCATORS

Professional Fees & Dues	
Alumni Dues	
Association Dues	
Credentials	
License	
Parent Teacher Groups	
Professional Associations	
School Dues	
Other:	

Continuing Education	
Correspondence Course Fees	
Course Registration	
Lab Fees	
Materials & Supplies	
Photocopy Expenses	
Reference Materials	
Research Expenses	
Seminar Fees	
Textbooks	
Transcripts	
Tuition	
Other:	

Auto Travel	
Away from Home Overnight (miles)	
Between Job or Job Locations (miles)	
Continuing Education (miles)	
Field Trips (miles)	
Library (miles)	
Meetings (miles)	
Parking Fees	
Professional Society Meetings (miles)	
Purchasing Job Supplies & Materials (miles)	
School Functions (miles)	
Seminars (miles)	
Toll Fees	
Other:	

Telephone	
Cellular	
Fax Machine	
Internet Expenses	
Telephone	
Other:	

Out-Of-Town Travel	
Airfare	
Bridge & Highway Tolls	
Car Rental	
Gratuities	
Laundry	
Lodging (not including meals)	
Meals	
Parking	
Telephone Calls (including home)	
Transportation	
Other:	

Classroom Supplies	
Arts & Crafts Materials	
Audio Visual Rental / Supplies	
Books	
Classroom Decorations	
Computer Software	
Grading Expenses	
Magazines	
Music	
Newspapers	
Paper	
Party Supplies	
Photocopy Expenses	
Printing	
Records, Tapes, etc.	
Stationary	
Student Prizes & Awards	
Trophies	
Video Tapes / CDs	
Visual Aids	
Other:	

Miscellaneous Expenses	
Liability Insurance – Business	
Periodicals	
Professional Subscriptions	
Resume – Job Seeking	
Subscriptions	
Other:	