

CFAYINST 5760.5H
6 Oct 2025

EXPENSE LEDGER TEMPLATE

ITEMIZED TRANSACTION LOG

EXPENSES	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Materials/Supplies													
Stationery				\$50.00						\$50.00			\$100.00
Equipment													
Fax Machine						\$400.00							\$400.00
Activities													
X'mas Party												\$1,500.00	\$1,500.00
Donations													
KHS												\$500.00	\$500.00
Service Charge													
YFCU									\$10.00				\$10.00
Other													
Total	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	\$400.00	\$0.00	\$0.00	\$10.00	\$50.00	\$0.00	\$2,000.00	\$2,510.00