

Teachers and Education Professionals

Professional Fees & Dues	Travel - Out of Town	
Alumni Dues	Airfare	
Association Dues	Car Rental	
Credentials	Parking	
Parent Teacher Groups	Taxi and Train	
School and Union Dues	Bus & Subway	
Other: _____	Lodging (do not combine with meals)	
Continuing Education	Meals (do not combine with lodging)	
Correspondence Course Fees	Porter, Bell Captain	
Course Registration	Laundry	
Lab Fees	Bridge & Highway Tolls	
Materials & Supplies	Telephone Calls (including home)	
Photocopy Expense	Other: _____	
Reference Material	Classroom Supplies	
Research Expenses	Arts & Crafts Materials	
Seminar Fees	Audio Visual Rentals	
Textbooks	Audio Visual Supplies	
Transcripts	Books and Music	
Tuition	Classroom Decorations	
Other: _____	Computer Software	
Telephone Expenses	Film & Processing	
FAX Transmissions	Grading Expenses	
Pager	On-Line Services	
Toll Calls	Computers and Printers	
Cellular Charges	Newspapers and Magazines	
Other: _____	Paper, Stationary, and Printing	
Auto Travel (In miles)	Party Supplies	
Away from Home Overnight	Photocopy Expense	
Between Jobs or Job Locations	Records, Tapes, etc.	
Continuing Education	Student Prizes & Awards	
Field Trips	Trophies	
Library Trips	Visual Aids	
Meetings	Video Tapes	
Purchasing Job Supplies & Materials	Other: _____	
Professional Society Meetings	Miscellaneous Expenses	
School Functions	Liability Insurance - Business	
Seminars	Periodicals	
Parking Fees and Tolls (\$)	Professional Subscriptions	
Other: _____	Resume`	