

NONRECURRING CHARGE COST JUSTIFICATION

Type of Charge: Returned Check Charge (35)

1. Field Expense:

A. Materials (Itemize)

_____ \$ _____

B. Labor (Time and Wage)

_____ \$ _____

Total Field Expense \$ _____

2. Clerical and Office Expense

A. Supplies

Letter \$ 0.53 Postage

B. Labor

Adjustments to master meter
customer screens, checkbooks
general ledgers, Bank fees
Follow up with customer - 23.64

Total Clerical and Office Expense, if not Paid \$ _____

3. Miscellaneous Expense

A. Transportation

\$ 24.17

B. Other (Itemize)

Bank charge _____ 12.00

Total Miscellaneous Expense \$ 12.00

Total Nonrecurring Charge Expense \$ 36.17