

NONRECURRING CHARGE COST JUSTIFICATION

Type of Charge: Returned Check Charge--\$35.00

1. Field Expense:

A. Materials (Itemize)

| | |
|-------|----------|
| _____ | \$ _____ |
| _____ | _____ |
| _____ | _____ |

B. Labor (Time and Wage)

| | |
|-------|-------|
| _____ | _____ |
|-------|-------|

Total Field Expense \$ _____

2. Clerical and Office Expense

| | | |
|-------------|----------|------|
| A. Supplies | \$ _____ | 1.75 |
|-------------|----------|------|

| | | | |
|----------|-----------------|-------|-------|
| B. Labor | 1 hr @ 19.00/hr | _____ | 19.00 |
|----------|-----------------|-------|-------|

Total Clerical and Office Expense \$ _____ 20.75

3. Miscellaneous Expense

| | |
|-------------------|----------|
| A. Transportation | \$ _____ |
|-------------------|----------|

B. Other (Itemize)

| | | |
|--------------------|-------|-------|
| <u>Bank Charge</u> | _____ | 10.00 |
|--------------------|-------|-------|

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |

Total Miscellaneous Expense \$ _____ 10.00

Total Nonrecurring Charge Expense \$ _____ 30.75