

## NONRECURRING CHARGE COST JUSTIFICATION

Type of Charge: Returned Check Charge

### 1. Field Expense:

#### A. Materials (Itemize)

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

#### B. Labor (Time and Wage)

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

#### Total Field Expense

\$ \_\_\_\_\_

### 2. Clerical and Office Expense

#### A. Supplies

\$ \_\_\_\_\_

#### B. Labor

\_\_\_\_\_

#### Total Clerical and Office Expense

\$ \_\_\_\_\_

### 3. Miscellaneous Expense

#### A. Transportation

\$ \_\_\_\_\_

#### B. Other (Itemize)

|                                |           |
|--------------------------------|-----------|
| <u>Fee Charged by the Bank</u> | <u>25</u> |
|--------------------------------|-----------|

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

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

#### Total Miscellaneous Expense

\$ 25

#### Total Nonrecurring Charge Expense

\$ 25