

NONRECURRING CHARGE COST JUSTIFICATION

Type of Charge: Returned Check

1. Field Expense:

A. Materials (Itemize)

_____	\$ _____
_____	_____
_____	_____

B. Labor (Time and Wage)

_____	_____
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Total Field Expense	\$ _____
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2. Clerical and Office Expense

A. Supplies	\$ <u>2.00</u> _____
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B. Labor ½ Hour @\$27.32	\$13.66 _____
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Total Clerical and Office Expense	\$ <u>15.66</u> _____
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3. Miscellaneous Expense

A. Transportation	\$ _____
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B. Other

<u>Bank Charge</u> _____	<u>\$5.00</u> _____
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_____	_____
_____	_____

Total Miscellaneous Expense	\$ _____
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Total Nonrecurring Charge Expense	\$ <u>20.66</u>
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USE \$21.00