



**THE KIWI CLUB
NATIONAL OFFICER EXPENSE ALLOCATION REPORT FORM**

Name: _____ Office: _____ Support Staff: _____

Period of Expense: _____ Date Report Submitted: _____

Charge Expenses to:	Operational Fund	Board Meeting	Convention Fund Year : _____	Totals
Computer Expenses				
Telephone				
Office Supplies				
Printing/Copying				
Postage/Shipping				
Travel (airfare, hotels, auto mileage)				
Miscellaneous (gifts, flowers, etc.)				
GRAND TOTALS	\$	\$	\$	\$

APPROVED: _____, National President Date: _____

PAID BY TREASURER: Check No. _____ Date: _____