

# Teachers and Education Professionals

## *Professional Fees & Dues*

Alumni Dues

Association Dues

Credentials

Parent Teacher Groups

School and Union Dues

Other:

## *Continuing Education*

Correspondence Course Fees

Course Registration

Lab Fees

Materials & Supplies

Photocopy Expense

Reference Material

Research Expenses

Seminar Fees

Textbooks

Transcripts

Tuition

Other:

## *Telephone Expenses*

FAX Transmissions

Pager

Toll Calls

Cellular Charges

Other:

## *Auto Travel (In miles)*

Away from Home Overnight

Between Jobs or Job Locations

Continuing Education

Field Trips

Library Trips

Meetings

Purchasing Job Supplies & Materials

Professional Society Meetings

School Functions

Seminars

Parking Fees and Tolls (\$)

Other:

## *Travel - Out of Town*

Airfare

Car Rental

Parking

Taxi and Train

Bus & Subway

Lodging (do not combine with meals)

Meals (do not combine with lodging)

Porter, Bell Captain

Laundry

Bridge & Highway Tolls

Telephone Calls (including home)

Other:

## *Classroom Supplies*

Arts & Crafts Materials

Audio Visual Rentals

Audio Visual Supplies

Books and Music

Classroom Decorations

Computer Software

Film & Processing

Grading Expenses

On-Line Services

Computers and Printers

Newspapers and Magazines

Paper, Stationary, and Printing

Party Supplies

Photocopy Expense

Records, Tapes, etc.

Student Prizes & Awards

Trophies

Visual Aids

Video Tapes

Other:

## *Miscellaneous Expenses*

Liability Insurance - Business

Periodicals

Professional Subscriptions

Resume

