

# MAINTENANCE FUND REPORT

Expenditures in 1943-'44, Estimates for 1944-'45, and Requests for 1945-'46

DEPARTMENT OF \_\_\_\_\_

RESOURCES:	1943-44	1944-45	Requested 1945-46
Balance forward from previous year	5850.87	- 953.03	
Regular budget allowance	1600.00	1600.00	
Special budget allowance			
Fee Income	4504.37	2363.40	
Other Receipts <i>Navy V-12 - 9 Lys. Jr.</i>		1437.04	
<i>* Fee Income for Spring Sem. ?</i>		(1000.00)	Est.
<i>Jennio Church Maint.</i>	488.56	-	
TOTALS:	12,443.80	5447.41	Est.

*Jo 3/1/45*

EXPENDITURES:	1944-45				Recommended 1945-46
	Expended 1943-44	Expended to Date	Est. Rest of Year	Total for Year	
1. Maintenance:					
Office Supplies	183.56	123.61	85.00	208.61	200.00
Postage	174.65	163.50	50.00	213.50	200.00
Printing	33.68	34.28	10.00	44.28	30.00
Telephone & Telegraph	98.00	51.12	40.00	91.12	90.00
Repairs, etc.	950.12	635.97	400.00	1035.97	1000.00
Freight & express	6.80	42.81	10.00	52.81	15.00
*Lab. supplies	1908.61	335.32	300.00	635.32	500.00
**Permanent equipment	4983.49	60.00	-	60.00	1000.00
Travel expense					

List below any additional items carried on your books, such as -

Steno. Bureau services					
Vis. Instr. Bur. Serv.					
Association dues	24.00	9.00	5.00	14.00	15.00
Laundry	1300.40	717.68	500.00	1217.68	1200.00
Photographic work					
<i>Lease - Spencer Land</i>	100.00	100.00	-	100.00	100.00
<i>Fee Refunds</i>	207.40	205.75	50.00	255.75	200.00
TOTALS:	9972.71	2479.04	1450.00	3879.04	4650
2. Payroll (item 3b on Irregular Payroll Report)		235.16	815.00	1050.16	
GRAND TOTALS:		2714.20	2265.00	4929.20	4650

\*Include items covered by student laboratory fees, such as chemicals, animals, animal food, ice, gas, lab. outlines, etc.

\*\*Itemize on reverse side.