

MAINTENANCE FUND REPORT

Expenditures for 1939-40, Estimates for 1940-41, and Requests for 1941-42

DEPARTMENT OF Physical Education

RESOURCES :

	1939-40	1940-41	Requested 1941-42
Regular budget allowance	1900.00	2100.00	
Balance forward from previous year	- 99.48	- 22.24	
Special budget allowance	450.00	450.00	
Fee income	2012.35	1447.95 +	
Other receipts	28.70		
TOTALS.....	4291.57	3975.71	

EXPENDITURES :

	Expended 1939-40	Expended to Date	1940-41 Est. Rest of Year	Total for Year	Recommended 1941-42
1. General Maintenance :					
Office supplies	310.03	99.64	110.00	209.64	
Postage	203.65	120.42	130.00	250.42	
Printing	-	-	-	-	
Telephone & telegraph	60.03	81.20	50.00	131.20	
Repairs, etc.	815.26	248.52	200.00	448.52	
Freight & express	21.43	37.43	20.00	57.43	
*Lab. supplies	388.94	550.23	250.00	800.23	
**Permanent equipment	430.27	176.30	250.00	426.30	
Travel expense	-	-	-	-	

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

Steno. Bureau services	20.90	-			
Vis. Instr. Bur. services		6.65	10.00	16.65	
Association dues	23.06	3.06	15.00	18.06	
Laundry	277.67	110.34	100.00	210.34	
Photographic work		9.65	10.00	19.65	
Misc.	57.84	25.00	-	25.00	
Book-binding	25.00				
	2634.08				
Less Unpaid bills at June 30 '39	22.10				
TOTALS.....	2611.98	1468.44	1145.00	2613.44	

2800.-

2. Payroll (item 3b on

Irregular Payroll Report)..

1663.53	1794.36	405.64	2200.00
---------	---------	--------	---------

1500.-

SUMMARY OF EXPENDITURES :

1. General Maintenance	2611.98	1468.44	1145.00	2613.44
2. Payroll	1663.53	1794.36	405.64	2200.00
TOTALS.....	4275.51	3262.80	1550.64	4813.44

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

**Itemize on reverse side.

x March 1 - includes 400 from maintenance fund
x x instead of PPR fund