



Kansas
Respiratory
Care
Society

REQUEST FOR REIMBURSEMENT/INCOME REPORT

Codes/Categories/Sub-categories listed on back

Date _____ Name _____

Address _____

EXPENSES

<i>Date</i>	<i>Category</i>	<i>Subcategory</i>	<i>Amount</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

INCOME

<i>Date</i>	<i>Category</i>	<i>Subcategory</i>	<i>Amount</i>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

RECEIPTS MUST BE ATTACHED DOCUMENTING ALL EXPENDITURES

FOR TREASURER'S USE ONLY

Date Processed _____ Transaction or Check Number _____

Notes: _____

Category Descriptions:

INCOME:

- 400 Affiliate Shares (AARC)
- 425 Sponsorships
 - Website
- 430 CEU for Non-Member
- 450 Providership
- 460 Non-Providership
- 500 Interest
 - Checking
 - Money Market
- 520 Bond Interest
- 530 Interest Income
- 610 Annual KRCS Spring Educ. Seminar**
 - Registration
 - Exhibitors
 - Fundraiser
- 620 Western Kansas Educ. Seminar**
 - Registration
 - Exhibitors
- 630 Chapter 2 MSRC Contribution
- 635 Charitable Contributions
- 640 Scholarships
- 999 Miscellaneous Income
 - Impaired Provider

EXPENSES:

- 710 Society
 - Society Affairs
 - President Travel
 - AARC Workshops
 - BOD Mileage
 - Membership Drive
 - Impaired Provider
 - Teleconference
 - Secretarial Expenses
 - Safe Deposit Box
 - Misc. Student Activities
- 715 Treasurer
 - Accountant
 - Postage
 - Misc.
- 725 Delegate Travel
 - Lodging
 - Meals
 - Transportation
 - Mileage

EXPENSES (Cont.):

- 820 CEU Evaluator
 - Evaluator Fee
 - Evaluator Expenses
- 850 Legislative
 - Activities
 - Lobbyist Fee
 - Lobbyist Expense
 - PACT Washington
- 870 Nomination/Elections
 - AARC Labels
 - Printing
 - Postage
- 880 Public Relations
 - Promotional Items
 - Speaker Kits
 - Supplies
- 900 Publications
 - Webmaster Fee
 - Website
 - Software
- 910 Annual KRCS Spring Educ. Seminar**
 - AARC Member Fees
 - Facilities use
 - AV Fees
 - BOD Lunch
 - Breakfast/Breaks
 - Entertainment
 - Exhibit Set-up
 - Lunch
 - Printing
 - Speakers
 - Speaker Travel
 - Speaker Mileage
 - Exhibitor Reception
 - Miscellaneous
- 920 Western Kansas Educ. Seminar**
 - AARC Member Fees
 - Facilities Use
 - Exhibitor Reception
 - AV Fees
 - BOD Meals
 - Speakers
 - Speaker Mileage
 - Speaker Travel
 - Miscellaneous
- 930 Scholarship
 - Award
 - Basket
- 999 Miscellaneous
 - AV equipment