

YOUR COMPANY NAME
Operating Expenses
2000 BUDGET

Department: 200 - ADMINISTRATION

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	Total 2000 Budget
EMPLOYEE COSTS	\$ 437,748
COMMUNICATION	\$ 59,000
DATA & SUBSCRIPTIONS	\$ 9,500
DEPRECIATION & AMORTIZATION	\$ -
DISTRIBUTION & FREIGHT	\$ -
EQUIPMENT EXPENSE	\$ 32,000
FACILITIES	\$ 238,000
INSURANCE	\$ -
MARKETING & PROMOTION	\$ -
MEETINGS & ENTERTAINMENT	\$ 11,500
OFFICE EXPENSE	\$ 29,933
PACKAGING	\$ -
PROFESSIONAL SERVICES	\$ 183,400
PUBLIC RELATIONS	\$ 3,000
RESEARCH & DEVELOPMENT	\$ -
TAXES, LICENSES, & DUES	\$ 65
TRAINING & DEVELOPMENT	\$ 750