



# Trip Leader Expense Report

Outing: \_\_\_\_\_  
 Trip Leader: \_\_\_\_\_

Date: \_\_\_\_\_  
 Chapter: \_\_\_\_\_

Expenses	Income
Campground/ Lodging Reservation Deposit	Checks.....
	Cash.....
	Other income.....
	Reg online .....
Final Payment .....	Gross trip income .....
Scouting mi. = _____	Less refunds .....
Photo copies .....	Name: _____
Postage .....	Name: _____
Firewood .....	Name: _____
Phone: _____	Less membership signups .....
_____	Name: _____
_____	Name: _____
Phone subtotal: _____	Name: _____
Food: _____	
_____	
_____	
Food subtotal: _____	<b>Net Trip Income .....</b>
Misc: _____	
_____	
_____	
Misc. subtotal: _____	Less Trip Expenses .....
	Net Trip Profit/Loss .....
<b>Total Trip Expenses .....</b>	Profit amount to...

**Notes (if any):**