



January 2024 - EXPENSE TABLE		\$52,750.0
EXPENSE ITEM		ACTUAL
<b>Personnel Expenses:</b>		<b>\$21,500.0</b>
Employee Salaries		\$16,000.0
Benefits		\$1,500.0
Bonuses/Incentives		\$2,500.0
Payroll Taxes		\$1,500.0
<b>Administrative Expenses:</b>		<b>\$15,000.0</b>
Office Rent/Lease Payments		\$2,500.0
Utilities		\$3,000.0
Office Supplies		\$5,000.0
Equipment Maintenance		\$3,000.0
Cleaning Services		\$1,500.0
<b>Marketing and Sales Costs:</b>		<b>\$6,000.0</b>
Advertising and Promotion		\$1,500.0
Sales Commissions		\$1,500.0
Marketing Materials		\$1,500.0
Lead Generation Expenses		\$1,500.0
<b>Technology Expenses:</b>		<b>\$5,250.0</b>
Software Licenses/Subscriptions		\$1,250.0
Hardware Purchases/Upgrades		\$1,000.0
IT Support/Services		\$1,500.0
Website Maintenance		\$1,500.0
<b>Production/Manufacturing Costs:</b>		<b>\$5,000.0</b>
Raw Materials		\$1,500.0
Inventory Costs		\$1,500.0
Manufacturing Expenses		\$1,000.0
Packaging Costs		\$1,000.0