# Expense Report Summary

**Knectsoft**  
**KnectXpense**  
**Demo**

<table>
<thead>
<tr>
<th>Start Date:</th>
<th>2015-10-19</th>
</tr>
</thead>
<tbody>
<tr>
<td>End Date:</td>
<td>2015-10-25</td>
</tr>
<tr>
<td>Total Amount:</td>
<td>518.81</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Reimbursable Expenses</th>
<th>Quantity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travel</td>
<td>2</td>
<td>8.50</td>
</tr>
<tr>
<td><strong>Reimbursable Expense Totals</strong></td>
<td></td>
<td>8.50</td>
</tr>
</tbody>
</table>

| Mileage Expenses | 68.0 | 38.08 |

<table>
<thead>
<tr>
<th>Non-Reimbursable Expenses</th>
<th>Quantity</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Meals/Entertainment</td>
<td>2</td>
<td>122.74</td>
</tr>
<tr>
<td>Office Supplies</td>
<td>2</td>
<td>278.65</td>
</tr>
<tr>
<td><strong>Non-Reimbursable Expense Totals</strong></td>
<td></td>
<td>401.39</td>
</tr>
</tbody>
</table>

| Fuel Card Expenses       | 2      | 70.84 |

| Grand Total              |         | 518.81 |
## Reimbursable Expenses

### Knectsoft
- KnectXpense
- Demo

### Start Date: 2015-10-19
### End Date: 2015-10-25
### Total Amount: 8.50

<table>
<thead>
<tr>
<th>#</th>
<th>Date</th>
<th>Vendor/Location</th>
<th>Classifications</th>
<th>Amount</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>5</td>
<td>2015-10-19</td>
<td>Toll Plaza Moore, OK</td>
<td>Travel</td>
<td>4.00</td>
<td>Toll while traveling</td>
</tr>
<tr>
<td>6</td>
<td>2015-10-19</td>
<td>Toll Plaza Moore, OK</td>
<td>Travel</td>
<td>4.50</td>
<td>Toll while traveling</td>
</tr>
</tbody>
</table>

**Subtotal for Travel**: 8.50
<table>
<thead>
<tr>
<th>Date</th>
<th>Origin Destination</th>
<th>Start Odo</th>
<th>Mileage</th>
<th>Project Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>2015-10-19</td>
<td>Knectsoft Office, Electronics Store</td>
<td>10,123.0, 10,134.0</td>
<td>11.0</td>
<td>6.160, Shop for office supplies</td>
</tr>
<tr>
<td></td>
<td>Electronics Store, Knectsoft Office</td>
<td>10,134.0, 10,145.0</td>
<td>11.0</td>
<td>6.160, Return to office</td>
</tr>
<tr>
<td>2015-10-19</td>
<td>Knectsoft Office, Steak House</td>
<td>10,145.0, 10,155.0</td>
<td>10.0</td>
<td>5.600, Lunch Meeting</td>
</tr>
<tr>
<td></td>
<td>Steak House, Knectsoft Office</td>
<td>10,155.0, 10,165.0</td>
<td>10.0</td>
<td>5.600, Return to office</td>
</tr>
<tr>
<td>2015-10-20</td>
<td>Knectsoft Office, Post Office</td>
<td>10,178.0, 10,183.0</td>
<td>5.0</td>
<td>2.800, Purchase stamps and check mail</td>
</tr>
<tr>
<td></td>
<td>Post Office, Knectsoft Office</td>
<td>10,183.0, 10,188.0</td>
<td>5.0</td>
<td>2.800, Return to office</td>
</tr>
<tr>
<td>2015-10-20</td>
<td>Knectsoft Office, Pizza Buffet</td>
<td>10,188.0, 10,196.0</td>
<td>8.0</td>
<td>4.480, Lunch Meeting</td>
</tr>
<tr>
<td></td>
<td>Pizza Buffet, Knectsoft Office</td>
<td>10,196.0, 10,204.0</td>
<td>8.0</td>
<td>4.480, Return to office</td>
</tr>
</tbody>
</table>
## Non-Reimbursable Expenses

**Knectsoft**  
**KnectXpense**  
**Demo**

<table>
<thead>
<tr>
<th>#</th>
<th>Date</th>
<th>Vendor/Location</th>
<th>Classifications</th>
<th>Amount</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>2015-10-19</td>
<td>Steak House Moore, OK</td>
<td>Meals/Entertainment</td>
<td>72.76</td>
<td>Lunch with client</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Credit Card</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>2015-10-20</td>
<td>Pizza Buffet Moore, OK</td>
<td>Meals/Entertainment</td>
<td>49.98</td>
<td>Lunch for office staff</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Credit Card</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Subtotal for Meals/Entertainment**  
2015-10-19  
2015-10-20

| 1  | 2015-10-19   | Electronics Store Moore, OK | Office Supplies Credit Card | 249.25 | Wireless router for office |
|    |              |                            |                          |        |                          |
| 3  | 2015-10-20   | Post Office Moore, OK      | Office Supplies Credit Card | 29.40  | Postage stamps            |
|    |              |                            |                          |        |                          |

**Subtotal for Office Supplies**  
2015-10-19  
2015-10-20

**Total Amount:** 401.39
## Fuel Card Expenses

<table>
<thead>
<tr>
<th>#</th>
<th>Date/Odo</th>
<th>Vendor/Location</th>
<th>Project</th>
<th>Amount</th>
<th>Purpose</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>2015-10-19</td>
<td>The Fuel Station</td>
<td></td>
<td>36.53</td>
<td>Fuel company vehicle 1</td>
</tr>
<tr>
<td></td>
<td>10,167.0</td>
<td>Moore, OK</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>2015-10-19</td>
<td>The Fuel Station</td>
<td></td>
<td>34.31</td>
<td>Fuel company vehicle 2</td>
</tr>
<tr>
<td></td>
<td>12,765.0</td>
<td>Moore, OK</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Start Date: 2015-10-19  
End Date: 2015-10-25  
Fuel Card Expenses: 70.84
Receipt #1
2015-10-19 for 249.25

Electronics Store

xxx W I 240 Service Rd
Oklahoma City, OK 73159

2699008  WRT1900AC  229.99
Linksys Smart Wi-Fi WRT Router
Serial # ABC123456789DEF

SubTotal  229.99
Sales Tax Amount  19.26

Total  249.25

Receipt #2
2015-10-19 for 72.76

Steak House - Lunch with client

Steak House 405
xxx 24th Avenue NW
Norman, OK 73069

VISA  xxxxxxxxxxxxDEMO

Amount  56.96
Tax  4.70

Subtotal  $ 61.66
Tip  $11.10

Total  $72.76

Signature  XxxxxxxxxxxDEMO

KnectXpense Demo

Receipt #3
2015-10-20 for 29.40

Post Office - Postage stamps

Post Office

xxx W I 240 Service Rd
Oklahoma City, OK 73159

US Postage Stamps  29.40

Total  29.40

Receipt #4
2015-10-20 for 49.98

Pizza Buffet - Lunch for office staff

Pizza Buffet #012248
xxx SW 104th St
OKC, OK 73159

VISA  xxxxxxxxxxxxDEMO

Amount  42.36
Tip  7.62

Total  $49.98

Signature  XxxxxxxxxxxDEMO

KnectXpense Demo
Toll Plaza - Toll while traveling

Receipt #5
2015-10-19 for 4.00

Toll Plaza #1
10/19/2015

----------------------------------------
Toll – 2 Axles 4.00

----------------------------------------

Toll Plaza #2
10/19/2015

----------------------------------------
Toll – 2 Axles 4.50

----------------------------------------

The Fuel Station - Fuel company vehicle 1

Receipt #7
2015-10-19 for 36.53

The Fuel Station
xxx SW 104th
OKC, OK 73170

Date: 10/19/2015
Time: 12:06 pm
xxxxxxxxxxxxxxxxxxxxDEMO

Product: Reg Unleaded
Pump# : 3
Price  : 1.829
Gallons: 19.970
Amount : 36.53
Total  : 36.53

----------------------------------------

The Fuel Station - Fuel company vehicle 2

Receipt #8
2015-10-19 for 34.31

The Fuel Station
xxx SW 104th
OKC, OK 73170

Date: 10/19/2015
Time: 12:26 pm
xxxxxxxxxxxxxxxxxxxxDEMO

Product: Reg Unleaded
Pump# : 4
Price  : 1.829
Gallons: 18.760
Amount : 34.31
Total  : 34.31

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