

# SOFTWARE CUSTOMIZATION EXPENSE REPORT

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PROJECT NAME

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SOFTWARE PLATFORM

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PREPARED BY

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DEPARTMENT

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DATE

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TOTAL CUSTOMIZATION BUDGET

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PURCHASE ORDER (PO) #

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VENDOR NAME

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## EXPENSE BREAKDOWN

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DATE	CATEGORY	DESCRIPTION OF CUSTOMIZATION / DELIVERABLE	DEVELOPER / VENDOR	AMOUNT

<b>Subtotal</b>	
<b>Tax / VAT</b>	

<b>Total Expenses</b>	
<b>Remaining Budget</b>	

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PREPARED BY (SIGNATURE & DATE)

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APPROVED BY (SIGNATURE & DATE)