APPLICATION MAINTENANCE & SUPPORT

Expense Sheet

Document ID	
Date Created	

Application Name		**Application Owner**	
Cost Center / Department		**Reporting Period**	
Environment (Prod/UAT/Dev)		**Currency**	

EXPENSE CATEGORY & DESCRIPTION	VENDOR / SERVICE PROVIDER	BILLING CYCLE (MONTHLY/ANNUAL/ONE-TIME)	BUDGETED COST	ACTUAL COST	VARIANCE
1. Infrastructure & Hosting					
2. Software Licenses & Subscriptions (SaaS, APIs, Tools)					
3. Professional Services, Labor & Support Contracts					
4. Incident Response & Corrective Maintenance					

EXPENSE CATEGORY & DESCRIPTION	VENDOR / SERVICE PROVIDER	BILLING CYCLE (MONTHLY/ANNUAL/ONE-TIME)	BUDGETED COST	ACTUAL COST	VARIANCE
5. Security, SSL Certificates & Compliance Audits					
Grand Total					

Comments / Variances Explanation

Prepared By (IT Lead / Application Owner)

Signature / Date

Approved By (Department Head / Finance)

Signature / Date