

- 1. ADVERTISING**
(PCP, Cards, Business cards, MK checks, MK website, etc...)
- 2. BANK FEES**
(fees the bank charges for your account, NSF returns, etc...)
- 3. CHILD CARE**
(child care while working MK)
- 4. CLOTHING**
(Red Jacket, Director Suit, Seminar Gown)
- 5. COMMISSION STATEMENTS**
(commission earned for Team Building)
- 6. DEMO SUPPLIES**
(retail product pulled for demo)
- 7. DRY CLEANING**
(for MK attire when you travel)
- 8. DUES & PUBLICATIONS**
(to increase your business)
- 9. INSURANCE**
(for your MK products)
- 10. INTEREST & PROPAY**
(on business loan and credit card processing fees)
- 11. MEALS**
(business lunches, dinners, coffee, open houses, etc...)
- 12. MEETING FEES**
(weekly mtgs, quarterly events, marketing events, etc..)
- 13. OFFICE EXPENSES**
(paying for help, computers, software, updates for Blvd)
- 14. PERSONAL USE**
(retail product pulled for you)
- 15. POSTAGE**
(all postage used to facilitate and promote your business)
- 16. PROFESSIONAL SALON SERVICES**
(hair and nails)
- 17. RENT & INSURANCE**
(Rent Statements, Home Owners Ins. & Renter's Ins.)
- 18. SUPPLIES**
(purchases to run your business; paper, ribbon, cotton pads, ink, etc...)
- 19. TAX PREPARATOPN SERVICES**
(Accounting Unlimited)
- 20. TELEPHONE**
(Base rate for the year)
- 21. TELEPHONE & COMMUNICATIONS**
(long distance, second line, cell, voice mail, Internet, fax line...)
- 22. TRAVEL EXPENSES**
(hotel, air Fare, parking, cabs, meals, etc...)
- 23. UTILITIES**
(Gas, Electric, Water, Sewage, Cable, Garbage, etc...)
- 24. VEHICLE EXPENSES**
(Gas, Oil Changes, Washes, Mileage)
- 25. WEEKLY ACCOMPLISHMENT SHEETS**
(Record of your weekly sales for the year)
- 26. WHOLESALE ORDERS**
(Packing slips from your Section 1 & Section 2 orders)
- 27. WORKSHOPS**
(Career Conference, Seminar, Retreats)
- Director
28. MONEY COLLECTED & PAID OUT
(for Rent, Workshops, Tapes, etc.)
- Director
29. NEWSLETTER COSTS
(outsourcing and printing)
- Director
30. PRIZES & AWARDS
(purchased for Consultants)