

Date	Description	Hours	\$ Total
Week of 6/4/18	Research on brochures / print shops	2	\$ 70.00
6/12/18	Type up name list, insert text, and communicate with print shops	2	\$ 70.00
6/13/18	Update calligrapher docs / addresses / communicate with printshop	1	\$ 35.00
6/14/18	Work on booklet & pick-up booklet from print shop	1	\$ 35.00
6/15/18	Drop off booklet at Nina's	1	\$ 35.00
6/18/18	Create hill town descriptions	2.5	\$ 87.50
6/20/18	Update insert descriptions, comm. with print shop	1	\$ 35.00
6/22/18	Pick-up booklet sample	1	\$ 35.00
Week of 6/25	comm. with printshop, talk with Nina, pick up & deliver books to calligrapher	3	\$ 105.00
6/29	Taxi expense		\$ 17.76
Total		14.5	\$ 525.26