

Expense Report

Date Range: [Insert Date Range Here]

Company Name: [Insert Company Name Here]

Table of Contents

Summary

Expense Details

Charts and Graphs

Summary

Executive Summary

[Insert Executive Summary Here]

Total Amount Spent: \$18295.00

Top 5 Expenses

Category	Amount Spent	Percentage of Total	Meals	11605.0	63.43	Professional Development	4000.0	21.86
Office Supplies	1550.0	8.47	Travel	840.0	4.59	Utilities and Services	200.0	1.09

Total Number of Employees Included: 5

Top 5 Expense Categories by Total Spend

Category	Total Spent	Percentage of Total	Meals	11605.0	63.43	Professional Development	4000.0	21.86
Office Supplies	1550.0	8.47	Travel	840.0	4.59	Utilities and Services	200.0	1.09

Trends in Expense Data

[Insert Trends in Expense Data Here]

Expense Details

Meals

Employee Amount Spent Percentage of Total Han Solo 25.0 0.22 Han Solo 3000.0 25.85 Mandalorian 7500.0 64.63 Luke Skywalker 200.0 1.72 Princess Leia 280.0 2.41 Yoda 500.0 4.31 Mandalorian 100.0 0.86

Professional Development

Employee Amount Spent Percentage of Total Han Solo 4000.0 100.0

Office Supplies

Employee Amount Spent Percentage of Total Princess Leia 1500.0 96.77 Luke Skywalker 50.0 3.23

Travel

Employee Amount Spent Percentage of Total Han Solo 100.0 11.90 Princess Leia 150.0 17.86 Luke Skywalker 80.0 9.52 Han Solo 60.0 7.14 Yoda 200.0 23.81 Mandalorian 250.0 29.76

Utilities and Services

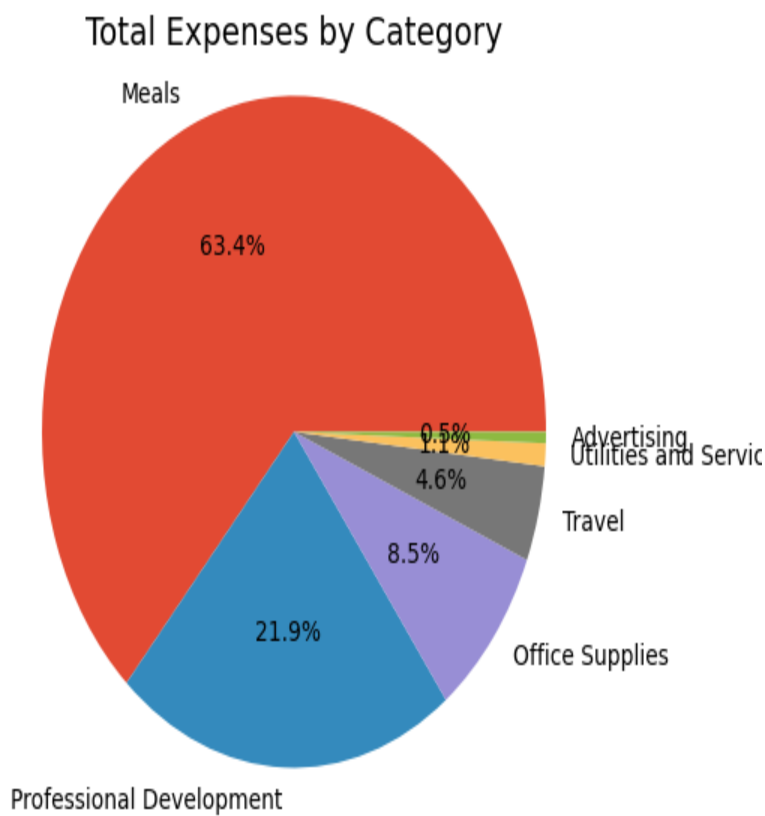
Employee Amount Spent Percentage of Total Han Solo 100.0 50.0 Princess Leia 100.0 50.0

Advertising

Employee Amount Spent Percentage of Total Han Solo 100.0 100.0

Charts and Graphs

Total Expenses by Category



Total Expenses by Employee

Total Expenses by Employee

