Abacus!
Better Guidance. Smarter Decisions.

Cash Expense Record

Make it easier! Use the QR code for our online version!

Name: _____
Driver Code: _____
Truck# _____

Dates included: _____

We will not accept any unsigned or undated forms please sign and date below before submitting.

Days Away From Home (Per Diem)	Lumpers (Required if Reefer)	Cash Tolls/ Parking Fees	Scales (Required)	Operating/ Equipment Supplies	Safety/ Weather Gear
_____ Days away from home for this time period.					
Total:	Total:	Total:	Total:	Total:	Total:

Cash Fuel	Oil/Additives	Truck/Trailer Wash (If not given a PO#)	Repairs	Communication (Cell phone, Internet, Radio)	Recruiting/ Advertising
Total:	Total:	Total:	Total:	Total:	Total:

Office Supplies	Lodging	Cash Laundry/Showers	Bank/ATM Fees	Miscellaneous Expenses (Not including food and/or personal hygiene items.)	
				Item Description:	Amount
Total:	Total:	Total:	Total:	Total:	

List ONLY ordinary/necessary business expenses NOT included/already submitted through your settlements.

Our preference is that you send this form to us once a month via email at exprec@abacuspro.com or you can fax us at 417-823-0744. Please call if you have any questions. Our phone number is 417-380-5000.

I have in my possession all the necessary documents to prove the expenses listed or summarized on this cash expense form and verify that said expenses are true and correct. In addition, all expenditures listed meet the definition of a business deduction as defined by the IRS.

SIGNATURE: _____ DATE: _____

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