

# Business Expense Tracker

Record business expenses by date, category, vendor, amount, and receipt status.

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## Tracker setup

|                      |  |                       |  |
|----------------------|--|-----------------------|--|
| <b>Business name</b> |  | <b>Month</b>          |  |
| <b>Prepared by</b>   |  | <b>Receipt folder</b> |  |

## Tracking log

| Date | Item | Amount / status | Notes |
|------|------|-----------------|-------|
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## Review notes

| Review notes |
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