

**XYZ Contracting Corporation**  
**Schedule of General and Administrative Expenses**  
**For the Years Ended December 31, 20XX and 200X**

	<u>20XX</u>	<u>200X</u>
<b>General and administrative expenses:</b>		
Office Salaries	\$ 149,548	\$ 180,057
Officer Salaries	215,384	1,987
Labor Salaries	371,6	40,74
Payroll taxes	86,06	8,99
Pension	23,008	6,9
Advertising	53	9,6
Bad debt expense		5,0
Communications	41,0	40,126
Depreciat	51,747	41,684
Dues and subscription	35,686	30,796
Insurance	103,329	131,172
License, permits and fees	8,299	9,376
Office supplies and expense	118,091	171,115
Plan prints	2,786	3,240
Professional fees	64,000	73,000
Rent	614,834	86,471
Travel and entertainment	155,871	206,524
Utilities	<u>645,462</u>	<u>125,268</u>
 Total general and administrative expenses	 <u>\$2,893,159</u>	 <u>\$2,117,908</u>

Sample Only