

# Component-wise Expense Statement

**Organization:** XYZ Organization

**Project Title:** Infrastructure Development Project

**Statement Period:** 1st January 2024 – 31st March 2024

**Date:** 1st April 2024

**Prepared by:** John Doe

## Expense Details by Component

S. No.	Component Name	Budget Allocated (USD)	Expenditure Till Previous Period (USD)	Expenditure During Current Period (USD)	Total Expenditure Till Date (USD)	Balance (USD)
1	Materials	50,000	15,000	10,000	25,000	25,000
2	Labor	40,000	12,000	8,000	20,000	20,000
3	Equipment	25,000	5,000	4,000	9,000	16,000
4	Consultancy	15,000	2,000	3,000	5,000	10,000
<b>Total</b>		<b>130,000</b>	<b>34,000</b>	<b>25,000</b>	<b>59,000</b>	<b>71,000</b>

## Important Notes

- This statement is prepared for internal reporting and external audit purposes.
- Ensure all supporting documents for expenditures are maintained for verification.
- Balances must be reconciled with the financial ledger before final submission.
- Any discrepancies or overruns should be reported immediately to project management.
- This format may be customized as per the funding agency or organizational requirements.