Carleton University | Department of Systems and Computer Engineering

Individual Group Spending Tracker

DUE NO LATER THAN A WEEK AFTER THE POSTER FAIR

Student Name	
ID Number	
Supervisor's Name	
Group Number	
Project Name	
Date	

Please be advised that **only equipment** is eligible for reimbursement. Non-eligible items include printing costs, poster costs, and booth decoration costs. All receipts (original and electronic) are due to your supervisor no later than the week after the poster fair. Attach receipts to this document upon submission to your Supervisor.

List of Items Purchased	Quantity	Foreign Currency	CAD currency per item	GST
Subtotal				
Grand Total				

Supervisor's Signature: _____

Revised: February 22, 2024