

# SedonaSetup - JM - Job Expense Types

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Job Expense Types are used to categorize types of miscellaneous expenses related to Tickets and Jobs. There are five pre-defined records in this table which have a specific purpose within the application; you may not delete or modify these expense types.

- M – Materials
- L – Labor
- C – Commission
- V – Overhead
- O – Other

Additional expense types may be created to track expenses such as subcontract labor, engineering services, permit and fees, or equipment rentals.

You may also specify if you want the expense to go into a work in process (WIP) account if the expense is for an Installation Job or a Ticket. To use the work in process feature, you must select the checkbox Use WIP for the expense type.

When a purchase order or accounts payable bill is created for an expense item, the user is presented with this list of expense types from which to make a selection.

**If your company is using WIP for miscellaneous expenses, and the User does not change the default expense type of "O" to a company maintained expense type, the expense will not post to the work in process account - the item will be expensed immediately.**