FORM #5: SPENDING RECORD

MONTH: _____

Daily Variable Expenses												
	Transportation		**Household**						**Professional Services**	**Entertainment**		
	Gas, etc.	Maint./ Repair	Groceries	Clothes	Gifts	Household Items	Personal	Other		Going Out	Travel	Other
(1) Spending Plan												
(2) Total												
(3) (Over)/Under												
(4) Last Mo. YTD												
(5) This Mo. YTD												

1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | 31

- Use this page to record expenses that tend to be daily, variable expenses—often the hardest to control.
- Keep receipts throughout the day and record them at the end of each day.
- Total each category at the end of the month (line 2) and compare to the Spending Plan (line 1). Subtracting line 2 from line 1 gives you an (over) or under the budget figure for that month (line 3).
- To verify that you have made each day's entry, cross out the number at the bottom of the page that corresponds to that day's date.
- Optional: If you wish to monitor your progress as you go through the year, you can keep cumulative totals in lines 4 and 5.