

FORM #3: ENVELOPE RECORD-KEEPING WORKSHEET

Envelope Record-Keeping Worksheet

Envelopes

The boxes below represent envelopes in which you will place cash for variable expenses each month. For each category, write in the category name (clothing, food, etc.) and the budgeted amount.

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Checks/Automatic Withdrawals

Use the entries below to list the regular monthly expenses that you will pay by check or automatic withdrawal.

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____

Category: _____
\$ _____