



# OFFICE OF THE CITY TREASURER

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## MONTHLY BUDGET

CATEGORY	PROJECTED	ACTUAL	GOAL
<b>INCOME</b>			
Wages & Bonuses (including spouse/partner)			
Other Income (retirement, alimony, public benefits)			
<b>Total Income</b>			
<b>SAVINGS</b> (Investments, Emergency)			
<b>HOUSING EXPENSES</b>			
Mortgage or Rent			
Homeowner/Renters Insurance			
<b>UTILITIES</b>			
Electricity, Gas, Water, Sewer			
Telephone (Land line, Cell)			
Cable TV/Satellite/Internet			
<b>FOOD</b>			
Groceries			
Eating Out (dinner)/ Lunch & Snacks (work & school)			
<b>FAMILY OBLIGATIONS</b>			
Child Care (Nanny, Day Care)			
Children Activities (Sports, etc)			
Alimony / Child Support			
<b>HEALTH AND MEDICAL</b>			
Insurance (medical, dental, vision)			
Health Club (yoga, message, gym)			
<b>PERSONAL &amp; FAMILY SPENDING</b>			
Clothes, shoes, uniforms, laundry			
Hair care, cosmetics, toiletries, nails			
Tobacco/Alcohol			
<b>TRANSPORTATION</b>			
Car Payments			
Auto Insurance			
Car Maintenance (gas, oil, repairs)			
Other (tolls, bus, parking, tickets taxi, train)			
<b>MONTHLY DEBT</b>			
Student Loans			
Credit Card(s)			
Other Debts or Loans			
<b>ENTERTAINMENT &amp; OTHER</b>			
Pets (food, grooming, vet)			
Hobbies/Vacations/Subscriptions/CDs/Books			
Donations/Gifts			
<b>Total Expenses</b>			
<b>Net Income (Total Income – Total Expenses)</b>			



EXPENSE WORKSHEET		From Worksheet	Adjusted	1st Month		2nd Month		3rd Month		4th Month		5th Month	
				Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual
FIXED	Rent or Mortgage Payment												
	Home Equity/2nd Mortgage												
	Life/Health/Contents Insurance												
	Auto Insurance												
	Child Support												
	Church/Charity												
	Monthly Debt Payments												
	Savings												
	<b>Total Fixed Expenses</b>												
VARIABLES	Food at Home (Groceries)												
	Meals & Snacks on Job												
	School Lunches												
	Meals Out												
	Electricity												
	Gas/Heating												
	Water/Sewer/Garbage												
	Phone/Long Distance/Cellular												
	Cable/Satellite												
	Internet Charges												
	Gasoline												
	Bus Fares/Parking/Tolls												
	Family Clothing												
	Uniforms												
	Dry Cleaning/Laundromat												
	Cleaning Supplies/Personal												
	Barber & Beauty Shop												
	Children's Allowance												
	Baby Sitter												
	School/Tuition/Activities												
	Cigarettes/Tobacco/Alcohol												
	Recreation												
	Books/Newspapers/Magazines												
	Video/Book/Tape/CD Clubs												
	Hobbies/Lessons												
	Doctor Visits												
	Dentist												
	Medicine												
Bank Charge/ATM													
Postage													
	<b>Total Variable Expenses</b>												
PERIODIC	Back to School												
	Car Repairs/Tires												
	Tags/Inspection												
	Gifts - Holiday												
	Appliance Repair												
	Maintenance/Repair												
	Home												
	<b>Total Periodic Expenses</b>												
TOTAL MONTHLY EXPENSES													
MONTHLY NET INCOME													
SURPLUS/DEFICIT													