# Budgeting Worksheet

**Creating a budget worksheet is one of the most effective ways to take control of your finances. It helps you:**

- Understand where your money is going each month
- Identify areas where you can save or adjust spending
- Plan for future goals and avoid unnecessary debt
- Reduce stress by having a clear financial roadmap

## Instructions:

1. List your total monthly income.
2. Track your expenses
3. Compare income and expenses to see if you have a surplus or deficit
4. Adjust and set goals
5. Review regularly

| | MONTHLY SPEND | CATEGORY SUBTOTAL | TOTAL |
|---|---|---|---|
| **MONTHLY INCOME** | | | |
| **FIXED EXPENSES** | | | |
| Rent/Mortgage | | | |
| Utilities | | | |
| Transport | | | |
| Loan Repayments | | | |
| | | | |
| **INSURANCE PREMIUMS** | | | |
| Health | | | |
| Home | | | |
| Vehicle | | | |
| Life | | | |
| Other (e.g. Pet, travel etc) | | | |
| | | | |
| **SAVINGS** | | | |
| Emergency Fund | | | |
| Retirement Savings | | | |
| | | | |
| **DISCRETIONARY SPENDING** | | | |
| Food | | | |
| Entertainment | | | |
| Clothing | | | |
| Fitness & Grooming | | | |
| Childcare/Education | | | |
| | | | |
| **TOTAL EXPENSES** | | | |
| **REMAINING BALANCE** | | | |

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