

Use the "Home budget template" to create and track your family's budget.

At the top is the income tracking table.

	Estimated	Actual	Due Date	Difference	Est / Act
INCOME					

- The "INCOME" column lists possible sources of income for your family;
- In the column "Estimated" for the indicated sources of income, enter the amount of estimated income;
- In the "Actual" column for the indicated sources of income, enter the amount of actual income;
- In the "Due Date" column, enter the expected date of receipt for all types of income;
- The "Difference" column automatically calculates the difference between established and actual income;
- In the "Est/ Act" column, the higher column will display the higher value - Estimated or Actual income.

Example of a completed table

	Estimated	Actual	Due Date	Difference	Est / Act
INCOME					
Source 1	\$10,000	\$10,500	11/10/2021	\$500	<u> </u>
Source 2	\$2,000	\$1,800		(\$200)	<u> </u>
Gifts					
Dividends, cashback					
Other					
Total income	\$12,000	\$12,300		\$300	<u> </u>

Below are 2 tables for fixing the number of expenses:

	Estimated	Actual	Due Date	Difference
FIXED MONTHLY EXPENSES				

The green shaded table provides a list of fixed monthly expenses such as Mortgage, Car payment, Life insurance, etc.

- In the "Estimated" column for the indicated items of expenditure, enter the number of estimated costs;
- In the "Actual" column for the specified expense items, enter the number of actual expenses;

- In the "Due Date" column, enter the date by which the relevant payments must be made;
- The "Difference" column automatically calculates the difference between the stated and actual costs.

	Estimated	Actual	Due Date	Difference
VARIABLE MONTHLY EXPENSES				

The blue shaded table lists monthly expense variables such as Groceries, Car repair, Entertainment. Fill in its fields in the same way.

Below is the summary table:

	Estimated	Actual	Difference	Budget savings/ overrun
MONTHLY TOTALS				
Total income	\$12,000	\$12,300	\$300	\$3,765
Total expenses	\$7,860	\$8,535	\$675	

In the corresponding fields, you will see the estimated values of the established/actual income and expenses, as well as the amount of savings or overspend in your budget.