

BUDGET PLANNER

Income

NET MONTHLY INCOME: (take home pay - after all deductions)	\$
OTHER MONTHLY INCOME: (i.e. Canada Child Benefit, investments, gifts etc.)	\$
TOTAL NET INCOME (A) = (add all monthly income amounts)	\$

Monthly Fixed Expenses

HOUSING	Rent or Mortgage	\$
	Property Tax	\$
	Strata/Condominium Fees	\$
	Other:	\$
UTILITIES (use average monthly amounts)	Heating	\$
	Electricity	\$
	Water	\$
	Other:	\$
LOANS	Vehicle Payment	\$
	Student Loan	\$
	Other:	\$
INSURANCE	Auto	\$
	Home/Property	\$
	Life/Disability	\$
	Other:	\$
FAMILY RESPONSIBILITIES	Childcare	\$
	Child/Spousal Support	\$
	Other:	\$
TELECOMMUNICATIONS Note: some telecommunications may be negotiable, and a source of budget flexibility	TV/Cable/Satellite	\$
	Phone (mobile and/or landline)	\$
	Internet	\$
	Other:	\$
TOTAL NET INCOME (B) = (add all monthly fixed expense amounts)		\$

Savings and Emergency Fund

SAVINGS GOAL	TOTAL SAVINGS NEEDED : TIME FRAME	CONTRIBUTION REQ'D
<i>Example ÷ Retirement</i>	$\$100,000 \div 240 \text{ months} =$	$\$416/\text{month}$
		\$
		\$
EMERGENCY (suggested 3-month salary)		\$
TOTAL SAVINGS CONTRIBUTIONS (C) =		\$

Monthly Flexible Expenses

FOOD	Groceries	\$
	Takeout Food/Beverages	\$
	Other:	\$
PERSONAL CARE	Other:	\$
	Heating	\$
	Electricity	\$
	Water	\$
HOUSEHOLD EXPENSES	Cleaning	\$
	Maintenance (indoor and outdoor)	\$
	Other:	\$
TRANSPORTATION	Transit	\$
	Fuel	\$
	Vehicle Maintenance	\$
	Other:	\$
RECREATION	Sports/Lessons	\$
	Clubs/Maintenance	\$
	Entertainment (concerts, movies, etc.)	\$
	Vacation/Travel	\$
	Gifts and/or Charitable Donations	\$
	Other:	\$
	Other:	\$
EDUCATION	Tuition	\$
	Books	\$
	Professional Development	\$
	Other:	\$
TOTAL FLEXIBLE EXPENSES (D) = (add all monthly flexible expense amounts)		\$

Calculate and Adjust

TOTAL NET INCOME (A)	\$
TOTAL FIXED EXPENSES (B)	- \$
TOTAL SAVINGS/EMERGENCY FUND CONTRIBUTIONS (C)	- \$
TOTAL FLEXIBLE EXPENSES (D)	- \$
MONTHLY SURPLUS (+) OR DEFICIT (-)	= \$

If you have a deficit in your budget, you need to either increase your income or decrease your expenses. Look at what expenses you have and consider if there are ways you can reduce them.