

Monthly INCOME Form

a) Earned Income	
b) Unemployment Insurance Benefits	
c) Family Allowance	
d) Social Assistance	
e) Educational Support	
f) Other: (GST, child support, etc.)	
TOTAL INCOME PER MONTH	\$ _____

Monthly EXPENSE Form

	Estimated Expense	Actual Expense
HOUSING		
a. Rent or mortgage		
b. Heating		
c. Electricity		
d. Telephone		
e. Other: (cable, water, etc.)		
Subtotal		
FOOD		
a. Weekly groceries		
b. Extras during weeks		
c. Restaurant meals per week		
Subtotal		
TRANSPORTATION		
a. Car		
b. Public transit		
c. Other (taxi)		
Subtotal		
PERSONAL		
a. Leisure activities		
b. Personal care items		
c. Hair styling		
d. Laundry / dry cleaning		
e. Other		
Subtotal		

	Estimated Expense	Actual Expense
CLOTHING		
a. Work clothes		
b. Family / personal		
Subtotal		
CARE OF DEPENDENTS		
a. Children		
b. Adults		
Subtotal		
DEBTS		
a. Charge acct./credit cards		
b. Loans		
c. Other		
Subtotal		
SUNDRY		
a. Entertainment		
b. Newspapers		
c. Job search supplies		
d. Other		
Subtotal		
INSURANCE		
a. Dental / Medical		
b. Personal / Life		
c. Car		
d. House / household		
e. Other		
Subtotal		
MEDICAL		
a. Doctor / dentist / optician		
b. Prescription drugs		
c. Other		
Subtotal		

	Estimated Expense	Actual Expense
TAXES		
a. Property		
b. Income		
c. Other		
Subtotal		
MISCELLANEOUS		
a. Education (course, fees, Books, etc.)		
b. Licences (e.g. drivers)		
c. Other		
Subtotal		
TOTAL MONTHLY EXPENSES	\$ _____	\$ _____

Add all your income and your expenses for the month and write them down in the spaces indicated. Now, subtract your expenses from your income.

TOTAL INCOME PER MONTH \$ _____
 TOTAL EXPENSES PER MONTH \$ _____
 BALANCE \$ _____

This budget may help you to organize your finances during these difficult times while you are looking for a job.