



Worksheet 2 – Preparation of Budget for Joan

Draft a personal budget for the following four months, using the following layout:

Monthly Budget for _____ 200

	_____	_____	_____	_____	Total
Income:					
Total Income (A)					
Expenditure:					
<i>Fixed</i>					
<i>Irregular (averages)</i>					
<i>Discretionary</i>					
Total Expenditure (B)					
Net Cash (A-B)					
Opening Cash					
Closing Cash					