

Revised Budget Summary Table

Budget Item	Original Budget	Revised Budget	Variance	Remarks
Salaries & Wages	50,000	52,000	+2,000	Increase due to new hire
Office Supplies	10,000	8,500	-1,500	Cost-saving measures
Travel Expenses	7,000	6,500	-500	Reduced travel plans
Equipment	20,000	23,000	+3,000	Upgrade of hardware
Total	87,000	90,000	+3,000	

Important Notes:

- This table reflects all approved revisions to the initial budget for the indicated period.
- All changes should be supported with appropriate justifications in the remarks column.
- Review and approval by relevant stakeholders are necessary before implementation.
- Ensure that all variances are explained and supported with documentation as needed.