

Weekly Budget Tracking Spreadsheet

Sample Weekly Budget Format

Date	Category	Description	Planned Amount	Actual Amount	Difference
2024-06-24	Food & Groceries	Supermarket	50	45	+5
2024-06-25	Transport	Bus Fare	15	12	+3
2024-06-26	Entertainment	Movie	20	20	0
2024-06-27	Utilities	Internet Bill	10	10	0
2024-06-28	Miscellaneous	Coffee Shop	10	13	-3
Total			105	100	+5

Important Notes

- Regularly update the spreadsheet with actual spending to accurately track your budget.
- Categorize expenses clearly for better analysis and understanding of spending patterns.
- Review differences between planned and actual amounts to identify areas for improvement.
- Keep all necessary receipts to support your entries and avoid missing expenses.
- Adjust future weekly budgets based on insights from previous weeks' tracking.