

Use this worksheet to create a budget and help give you a clear picture of your cash flow.

Monthly income	
Salary after taxes (take-home pay, self-employment/business income)	\$
Other income (e.g., investment income)	\$
Total income	\$ 0.00

Monthly expenses – fixed	
Housing costs (e.g., mortgage, rent, condo/maintenance fees, property taxes, etc.)	\$
Utilities – heat, hydro, water	\$
Services – phone, cable/satellite, internet, security system	\$
Insurance – auto, home, life, disability	\$
Childcare	\$
Existing loans and credit cards (minimum monthly payments)	\$
Other fixed expenses (e.g., child support, alimony, etc.)	\$
Total expenses – fixed	\$ 0.00

Monthly expenses – variable	
Groceries	\$
Household maintenance (e.g., renovations, landscaping and gardening, housecleaning, snow removal, lawn care, etc.)	\$
Transportation (e.g., car lease, gas, transit, car service and repairs, parking fees, licence and registration, etc.)	\$
Uninsured health services (e.g., prescriptions, dental care, eye care, counselling, any other health services not covered under a plan)	\$
Education (e.g. tuition, books, exam fees, etc.)	\$
Long-term savings (e.g., monthly pension plan, RSP, education saving contribution)	\$
Other variable expenses	\$
Total expenses – variable	\$ 0.00

Monthly expenses – discretionary	
Personal (e.g., clothing, shoes, gifts, salon, gym membership, etc.)	\$
Daily living (e.g., pet expenses, dry cleaning, etc.)	\$
Entertainment (e.g., dining out, movies, music, theatre/concerts, etc.)	\$
Donations	\$
Vacation	\$
Other discretionary expenses	\$
Total expenses – discretionary	\$ 0.00

Monthly cash flow	
Total income	\$ 0.00
Total expenses (fixed, variable and discretionary)	\$ 0.00
Net cash flow (total income – total expenses)	\$ 0.00

Source: [CPA Canada](#), October 2020