



Activity 4: Monthly Payment Schedule

Enter the income and expense information in the Monthly Payment Schedule. Your income and savings payment are already listed for you. Fill in the rest of the monthly payment schedule using these additional expenses, amounts, and dates:

- Car payment: \$150.00 due 4/1
- Car insurance: \$300.00 due 4/1
- Gas/car maintenance: \$60.00 due 4/2
- Personal expenses: \$25.00 due 4/3
- Cell phone: \$30.00 due 4/6
- Credit card/loan: \$10.00 due 4/20
- Entertainment: \$40.00 due 4/28

Completed Monthly Payment Schedule Month: April

| Income | Expenses/Bills | Date Income Received or Expense Due Date | Amount Due | Date Paid |
|---------------|----------------|--|------------|-----------|
| Take-home pay | | 4/1 | \$425.00 | |
| | Savings | 4/1 | \$25.00 | |
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Activity 5: Monthly Payment Calendar



Another budgeting tool that will help you carry out your personal spending plan is the Monthly Payment Calendar. Many people find it easier to see when things are due.

Transfer the income sources and expenses from the Monthly Income and Expense Worksheet or Monthly Payment Schedule to the appropriate dates (e.g., when income is received or bills are due) on the calendar. Note: you can mark through or cross out the entry when you pay the expense.

| Month _____ | | | | | | |
|---------------------------|--|---------|-----------|----------|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 1 \$425.00 paycheck | 2 \$60.00 gas/car maintenance | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |