# Budgeting Tools

Monthly Payment Schedule

- Transfer your income sources and amounts from the Income and Expenses Worksheet to the income column on the Monthly Payment Schedule Worksheet.
- Record the date the income amount is expected.
- Transfer you expenses, the date due, amount due and the date paid into the appropriate columns of the Monthly Payment Schedule Worksheet.
- Use different colored ink for income and expenses

| Income | Expenses/Bills | Pay or Due Date | Amount Due | Paid |
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