

**FINANCIAL SERVICES SECTION  
BUDGET INFORMATION  
DATA REQUIRED BY THE PRIVACY ACT**

AUTHORITY: 5 USC 301

DATE: \_\_\_\_\_

**PRINCIPAL PURPOSE:** To obtain information necessary to determine family's income and expenses so a workable budget can be prepared and to determine the amount of money remaining which will be available for prorated payments to creditors.

**ROUTINE USES:** To be used by counselors. Amount of money available for proration will be released to creditors as deemed necessary.

**DISCLOSURE:** Voluntary.

NAME		CLIENT	COUNSELOR
<b>MONTHLY EXPENSES</b>			
HOUSING	RENT OR MORTGAGE PAYMENT (incl taxes & ins.)		
	ELECT                      GAS                      W I S I G		
	TELEPHONE                      CELL PHONE		
	CABLE TV		
FOOD	GROCERIES		
	FOOD - COSTS AWAY FROM HOME (LUNCHES, DINNERS OUT)		
VEHICLES	GAS & OIL		
	INSURANCE (IF PAYED MONTHLY)		
PERSONAL	BARBER SHOP/BEAUTY SHOP		
	COSMETICS		
	CIGARETTES / TOBACCO		
CLOTHING	FAMILY		
	DRY CLEANING / LAUNDROMAT		
EDUCATION	TUITION		
	BOOKS / PAPER / MAGAZINES		
OTHER	DONATIONS / TITHES		
	LIFE INSURANCE (PRIVATE)		
	CLUB / SPORTS / RECREATION / ENTERTAINMENT		
	CHILD CARE		
	CHILD SUPPORT		
	MISCELLANEOUS SPENDING		
TOTAL MONTHLY LIVING EXPENSES			
<b>ANNUAL EXPENSES</b>		CLIENT	COUNSELOR
TYPE VEHICLES	AUTO INSURANCE (IF NOT PAYED MONTHLY)		
	HOUSEHOLD RENTERS INSURANCE		
	AUTO MAINTENANCE / REPAIRS		
	PERSONAL PROPERTY TAX		
	LICENSE PLATES                      STATE		
	OTHER (VACATION, CHRISTMAS, ETC.)		
	TOTAL ANNUAL EXPENSES		
DIV. 12 = MONTHLY SET ASIDE			

