

# Travel Budget

<b>Destination of trip:</b>			
<b>Trip Destination:</b>	Destination		
<b>Goal of Trip:</b>	Leisure, Business, etc.		
Dates of trip:			
Number of nights:			
Number of days:			
Total trip allowance:			
Per day allowance:			
<b>Breakdown of Expenses (Per day)</b>			
<b>Expense Type</b>	<b>Budgeted</b>	<b>Actual</b>	<b>Difference</b>
Lodging			0
Rentals (Car, Bike, etc)			0
Fuel			0
Tolls & Fares			0
Entertainment			0
Gifts (and Souvenirs)			0
Grocery (and Supplies)			0
Meals			0
Other			0
<b>Total</b>	0	0	<b>0</b>