

travel budget WORKSHEET

TRANSPORTATION	PER PERSON	TOTAL	TOTAL TRANSPORTATION:
AIRFARE	_____	_____	_____
TRAIN TICKETS	_____	_____	
CAR RENTAL	_____	_____	
GAS	_____	_____	
AIRPORT SHUTTLE/TAXI/UBER	_____	_____	
PUBLIC TRANSPORTATION	_____	_____	

ACCOMMODATIONS	NIGHTLY RATE	TOTAL	TOTAL ACCOMMODATIONS:
BOOKING #1:	_____	_____	_____
BOOKING #2:	_____	_____	
BOOKING #2:	_____	_____	
PARKING FEES:	_____	_____	
OTHER MISC COSTS:	_____	_____	

FOOD & DRINK	PER DAY	TOTAL	TOTAL FOOD & DRINK:
BREAKFAST	_____	_____	_____
LUNCH	_____	_____	
DINNER	_____	_____	
GROCERIES	_____	_____	
SNACKS & DRINKS	_____	_____	

ACTIVITIES & TOURS	PER PERSON	TOTAL	TOTAL ACTIVITIES & TOURS:
_____	_____	_____	_____
_____	_____	_____	
_____	_____	_____	
_____	_____	_____	
_____	_____	_____	

MISCELLANEOUS	PER DAY	TOTAL	TOTAL MISCELLANEOUS:
AIRPORT PARKING	_____	_____	_____
BAGGAGE FEES	_____	_____	
SHOPPING / SOUVENIRS	_____	_____	
_____	_____	_____	
_____	_____	_____	

total budget: _____