

# Trip Planning Budget Form

Troop # \_\_\_\_\_ Leader's Name \_\_\_\_\_ Date \_\_\_\_\_

## Projected Expenses

### Transportation

Transportation to be used  
(private car(s), charter bus,  
train, rental/lease vehicle, etc.)

\_\_\_\_\_

\_\_\_\_\_

#### Total Cost

\$ \_\_\_\_\_

Divide by # of people  
going for **Per Person**

#### Cost

[A1] \$ \_\_\_\_\_

### Food

	Cost/Day	x#Days	x#People	Total
Breakfast	\$ _____	_____	_____	_____
Lunch	\$ _____	_____	_____	_____
Dinner	\$ _____	_____	_____	_____
Other	\$ _____	_____	_____	_____

**Total Cost** \_\_\_\_\_

Divide by # of people going for **Per Person Cost [A2]** \_\_\_\_\_

### Lodging

Lodging to be used (campsite,  
motel, private  
home, etc.)

\_\_\_\_\_

\_\_\_\_\_

#### Total Cost

\$ \_\_\_\_\_

Divide by # of people  
going for **Per Person**

#### Cost

[A3] \$ \_\_\_\_\_

### Accident/Illness Insurance

Cost/Day X #Days X # of people going = Total Cost

\$ \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_

Divide by # of people going for **Per Person Cost [A4]** \_\_\_\_\_

### Planned Activities and Admission

	Cost	X	#Days	X	# of people going	=	TOTAL
_____	\$ _____		_____		_____		\$ _____
_____	\$ _____		_____		_____		\$ _____
_____	\$ _____		_____		_____		\$ _____
_____	\$ _____		_____		_____		\$ _____
_____	\$ _____		_____		_____		\$ _____

### Total Cost

Divide by # of people going for **Per Person Cost [A5]** \$ \_\_\_\_\_

### Projected Expense Totals

A1 _____ +	
A2 _____ +	
A3 _____ +	
A4 _____ +	
A5 _____ =	
Total _____	This is your per person cost

Total Cost of Transportation	\$ _____	+
Total Cost of Food	\$ _____	+
Total Cost of Lodging	\$ _____	+
Total Cost of Activities	\$ _____	+
Total Cost of Insurance	\$ _____	=
Total Expenses For Trip	\$ _____	

Adults should pay their costs; this should not come from money girls have earned.

### Projected Income

Money Earning Activities	Total
Cookie Sale	
Girl Contribution	
Adult Contribution	
Troop Dues	
Savings	
Other	
Other	
<b>TOTAL INCOME</b>	
<b>Totals</b>	
<b>Total Income</b>	\$ _____
<b>Total Expense</b>	( - ) \$ _____
	( = ) \$ _____