

Travel Budget Planner

Use this planner to set your total trip budget, calculate a daily budget, and keep emergency money separate.

Field	Example / Value	Why it matters
Trip Name		Helps you keep each trip separate
Destination		City, state, or region
Travelers	1	Number of travelers
Trip Start Date		Trip start
Trip End Date		Trip end
Trip Days	Auto	Calculated from dates
Travel Style	Mid-range	Budget / Mid-range / Luxury
Planned Total Budget	\$1,720	Your full trip budget
Emergency Buffer %	15.0%	Recommended 10% to 20%
Emergency Buffer \$	\$258	Extra money for surprises
Daily Budget	\$286	(Budget + Buffer) / Days

Planner checklist

- Set your total budget before booking anything major.
- Estimate flights, hotel, food, transport, and activities.
- Add hidden costs like tax, parking, tolls, and baggage fees.
- Set a daily budget so you can track spending during the trip.
- Keep 10% to 20% extra as emergency money.

Expense Breakdown

Plan and record each major category. This makes it easier to see where your money is going.

Expense Category	Planned Cost	Actual Cost	Typical Share	Notes
Flights	\$300		17%	Tickets, baggage, seat selection
Accommodation	\$750		44%	Hotel, Airbnb, hostel
Food and Drinks	\$250		15%	Restaurants, groceries, coffee
Local Transport	\$120		7%	Transit, rideshare, parking
Activities	\$150		9%	Tickets, tours, passes
Misc / Hidden Costs	\$150		9%	Taxes, tips, tolls, fees
Total	\$1,720		100%	

Daily tracker

Day	Planned Spend	Actual Spend	Difference	Notes
Day 1	\$286			
Day 2	\$286			
Day 3	\$286			
Day 4	\$286			
Day 5	\$286			
Day 6	\$286			
Day 7	\$286			

Emergency Fund Planner

Keep backup money separate from your daily budget so you can handle delays and surprise costs.

Emergency Category	Planned Amount	What it covers
Extra hotel nights	\$150	A delay or canceled flight
Meals and basics	\$100	Food, water, toiletries
Transport changes	\$100	Airport transfer, rideshare, taxi
Medical / urgent needs	\$150	Clinic visit or medicine
Other backup	\$100	Any cost you did not plan for
Recommended Emergency Fund	\$600	

How to use this planner

- Start with your trip budget and dates on the overview sheet.
- Estimate your costs by category before you book anything.
- Use the daily tracker during the trip to compare planned and actual spend.
- Keep your emergency fund separate so you do not spend it too early.