



# Petal & Paper

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## Party budget tracker



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PARTY BUDGET

# budget tracker

## Venue and entertainment

Venue hire: budget £\_\_\_ actual £\_\_\_

Entertainment / activities: budget £\_\_\_ actual £\_\_\_

Equipment hire (tables, chairs): budget £\_\_\_ actual £\_\_\_

## Decorations and stationery

Decorations: budget £\_\_\_ actual £\_\_\_

Invitations and stationery: budget £\_\_\_ actual £\_\_\_

Party bags and favours: budget £\_\_\_ actual £\_\_\_

## Food and drink

Food: budget £\_\_\_ actual £\_\_\_

Drink: budget £\_\_\_ actual £\_\_\_

Cake: budget £\_\_\_ actual £\_\_\_

Catering / takeaway: budget £\_\_\_ actual £\_\_\_

## Summary

Total budget: £\_\_\_

Total spent: £\_\_\_

Under / over: £\_\_\_

Notes: \_\_\_\_\_