

Instructions

Before you use this Spending/Savings Tracker Tool please read these directions! They will make using this form MUCH easier!

Note: This Page is an EXAMPLE ONLY!
After reading, begin using this tool by clicking a month on the Tabs at the bottom!

STEP 1:

1. **ONLY** type into the **GREEN** areas. **Do Not** type into any of the **pink** areas, they are formula driven and will automatically update!

STEP 2:

2. Start on the "Total Spending Summary" Tab by entering your budget for each month in the **GREEN** column.
 On each Monthly Tab you will see how much you still have "Available to Spend" (and it will automatically update) as you add each of your shopping trips.

Example from "Total Spending Summary" Tab	Monthly Budget	Under or (Over) Spending
	\$300.00	\$270.93
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
	\$0.00	\$0.00
\$300.00	\$270.93	

Enter your Monthly Budget in these Green Boxes.

Monthly Budget	\$300.00
Still Available to Spend	\$270.93

STEP 3:

3. Add a shopping trip on each of the Monthly Tabs (only type in the **GREEN** columns) :

January Details										
*Note: Only enter data in the Green Columns										
Date	Store	Amount Paid OOP*	Total Savings	Coupons Used (MQ, SQ)	Extra Coupons Used (ECB's, RR's, BRs etc)	Tax	Store Discounts	Total Value of Items (Before Discounts)	Percentage Saved %	Rebates
1/6/2013	Publix	\$32.78	\$110.27	\$54.50	\$0.00	\$1.29	\$55.77	\$141.76	77.79%	\$0.00
TYPE HERE Add the date of your trip	TYPE HERE Add the Store you shopped at	TYPE HERE The total amount you paid Out Of Pocket (OOP) after coupons, tax and sales	TYPE HERE the total savings on your entire purchase (includes coupons, store sales, catalinas etc) Usually found on the bottom of receipts.	TYPE HERE total of all of the coupons you used including, MQ, SQ, eCoupons, etc	TYPE HERE any RR's, ECB's, Catalinas, +Ups Rewards etc that were used	TYPE HERE tax for items	DO NOT TYPE HERE This section will calculate what your Store Savings are	DO NOT TYPE HERE This section will calculate the Total Value of Items	DO NOT TYPE HERE This section will tell what percent you saved on your shopping trip	TYPE HERE any Rebates you need to submit (Ibotta too) Then be sure to enter them on the Rebate Tab too!

I have entered a "sample/example" on the January Tab, if you want to see all the nitty gritty details of that trip, go to <http://truecouponing.com/2013/01/shopping-trip-time-almost-145-in-groceries-for-just-33-not-extreme-this-is-real-life-people/>
 On the January Tab, just type right over my numbers to start your own savings journey!

STEP 4:

4. Automatically, after you start entering your shopping trips, the totals from each trip will add together at the top of each page (DO NOT TYPE IN THAT TOP SECTION):

Total Before Discounts:	\$143.05
Total Store Discounts:	\$55.77
Total Coupon Savings:	\$54.50
Total Savings	\$110.27
Amount Paid (after rebates):	\$34.07
Savings Percentage:	77.08%

Do not type in ANY of these boxes (even though they are green)
They are all automatically populated and will calculate for you!

STEP 5:

5. Your totals for every month will be on the "Total Spending Summary" Sheet. This will show you (at a glance), the totals for each month and the last row shows the Total for the Year!

Total Spending & Saving 2013 Summary									
Month	Total Before Discounts	Total Coupon Discounts	Store Discounts	Total Rebates	Total Savings	Total Spending	Total % Saved	Monthly Budget	Under or (Over) Spending
January	\$143.05	\$54.50	\$55.77	\$0.00	\$110.27	\$34.07	77.08%	\$300.00	\$265.93
February	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00	\$0.00
March	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00	\$0.00
April	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00	\$0.00
May	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00	\$0.00
June	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	-	\$0.00	\$0.00

Enter your Monthly Budget in these Green Boxes.

STEP 6:

6. **Please Note:** This file has been developed for your personal use only. Any other use requires my explicit and written permission. It is copywritten by TrueCouponing.com. Making this spreadsheet available as a download on your blog or website is strictly prohibited. We would love for you to please tell others about it, BUT we ask that you please not share the file directly. Please send them to www.TrueCouponing.com/SpendingTrackingTool to download for themselves. This file took a massive amount of time to develop. It is just the right thing to do. Thank you!

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