

# Detailed Personal Expense Statement Template (PDF)

Download our **detailed personal expense statement template** in PDF to effortlessly track and manage your finances. This comprehensive template helps you organize your income and expenditures clearly and efficiently. Stay on top of your budget with ease and accuracy every month.

## Sample Preview

Date	Description	Category	Income (\$)	Expense (\$)	Balance (\$)
2024-06-01	Salary	Income	3000.00		3000.00
2024-06-02	Rent	Housing		1200.00	1800.00
2024-06-03	Groceries	Food		200.00	1600.00
2024-06-05	Transport Pass	Transportation		100.00	1500.00
2024-06-07	Freelance Payment	Income	500.00		2000.00

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## How to Use

1. Download the template using the link above.
2. Print or fill in the form digitally each month.
3. List each source of income and every expense, grouped by category.
4. Update the running balance to monitor your financial status.
5. Review at the end of the month to identify areas to save or adjust.