|  |
| --- |
| **Daily Spending Tracker** |
| ***You can print this document and use it to track your expenses while traveling on your GV trip.*** |
| **Category** | **Definition** | **Travel advance amount** |
| Bank Fees | *ATM and bank fees, credit card fees, etc.* |   |
| Local transportation | *Vehicle rentals, airport pickups/drop offs, taxis, driver tips, etc.* |   |
| Accommodations | *Hotels, motels, hostels, etc.* |   |
| Meals | *Meals, water, snacks, tips* |   |
| Cultural Activities | *Tours, museum fees, tour guides, etc.* |   |
| Emergency Fund | *Necessary, but unplanned expenses; including nominal clinic or hospital fees*  |   |
|   |
|  |
| **Receipt Number** | **Date** | **Category** | **Description** | **Transaction Amount (foreign currency or U.S. Dollars)** |
| 1 |   |   |   |   |
| 2 |   |   |   |   |
| 3 |   |   |   |   |
| 4 |   |   |   |   |
| 5 |   |   |   |   |
| 6 |   |   |   |   |
| 7 |   |   |   |   |
| 8 |   |   |   |   |
| 9 |   |   |   |   |
| 10 |   |   |   |   |
| 11 |   |   |   |   |
| 12 |   |   |   |   |
| 13 |   |   |   |   |
| 14 |   |   |   |   |
| 15 |   |   |   |   |
| 16 |   |   |   |   |
| 17 |   |   |   |   |
| 18 |   |   |   |   |
| 19 |   |   |   |   |
| 20 |   |   |   |   |
| 21 |   |   |   |   |
| 22 |   |   |   |   |
| 23 |   |   |   |   |
| 24 |   |   |   |   |
| 25 |   |   |   |   |
| 26 |   |   |   |   |
| 27 |   |   |   |   |
| 28 |   |   |   |   |
| 29 |   |   |   |   |
| 30 |   |   |   |   |
| 31 |   |   |   |   |
| 32 |   |   |   |   |
| 33 |   |   |   |   |
| 34 |   |   |   |   |
| 35 |   |   |   |   |
| 36 |   |   |   |   |
| 37 |   |   |   |   |
| 38 |   |   |   |   |
| 39 |   |   |   |   |
| 40 |   |   |   |   |
| 41 |   |   |   |   |
| 42 |   |   |   |   |
| 43 |   |   |   |   |
| 44 |   |   |   |   |
| 45 |   |   |   |   |
| 46 |   |   |   |   |
| 47 |   |   |   |   |
| 48 |   |   |   |   |
| 49 |   |   |   |   |
| 50 |   |   |   |   |
| 51 |   |   |   |   |
| 52 |   |   |   |   |
| 53 |   |   |   |   |
| 54 |   |   |   |   |
| 55 |   |   |   |   |
| 56 |   |   |   |   |
| 57 |   |   |   |   |
| 58 |   |   |   |   |
| 59 |   |   |   |   |
| 60 |   |   |   |   |
| 61 |   |   |   |   |
| 62 |   |   |   |   |
| 63 |   |   |   |   |
| 64 |   |   |   |   |
| 65 |   |   |   |   |
| 66 |   |   |   |   |
| 67 |   |   |   |   |
| 68 |   |   |   |   |
| 69 |   |   |   |   |
| 70 |   |   |   |   |
| 71 |   |   |   |   |
| 72 |   |   |   |   |
| 73 |   |   |   |   |
| 74 |   |   |   |   |
| 75 |   |   |   |   |