

Monthly Budget

Monthly Expenses

Monthly Rent (should include water and garbage)	\$ _____
Utilities/Internet Access (if not included in rent)	\$ _____
Communications (cell, landline, mobile devices)	\$ _____
Recycling/Shredding Services	\$ _____
Parking	\$ _____
Supplies	\$ _____
Salaries	\$ _____
Tax withholding	\$ _____
Payments on furniture and equipment	\$ _____
Insurance premiums (pro-rated monthly)	\$ _____
Dues for professional organizations (pro-rated monthly)	\$ _____
Subscriptions (pro-rated monthly)	\$ _____
CLE and Legal Research	\$ _____
Miscellaneous (business lunches, travel, marketing)	\$ _____
Other	\$ _____
TOTAL MONTHLY BILLS	\$ _____

Fees and Income

Fees needed to pay monthly bills	\$ _____
Fees needed to pay self (including student loan payments)	\$ _____

REQUIRED INCOME \$ _____

Required income divided by number of billable hours = hourly rate \$ _____

IMPORTANT NOTICES

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