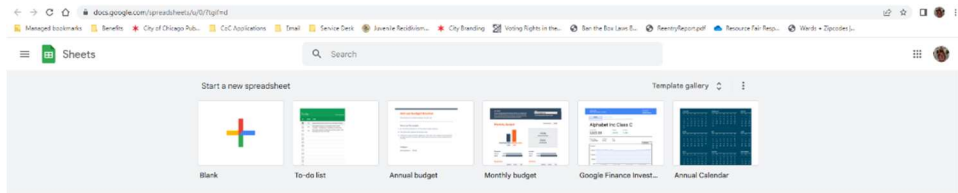
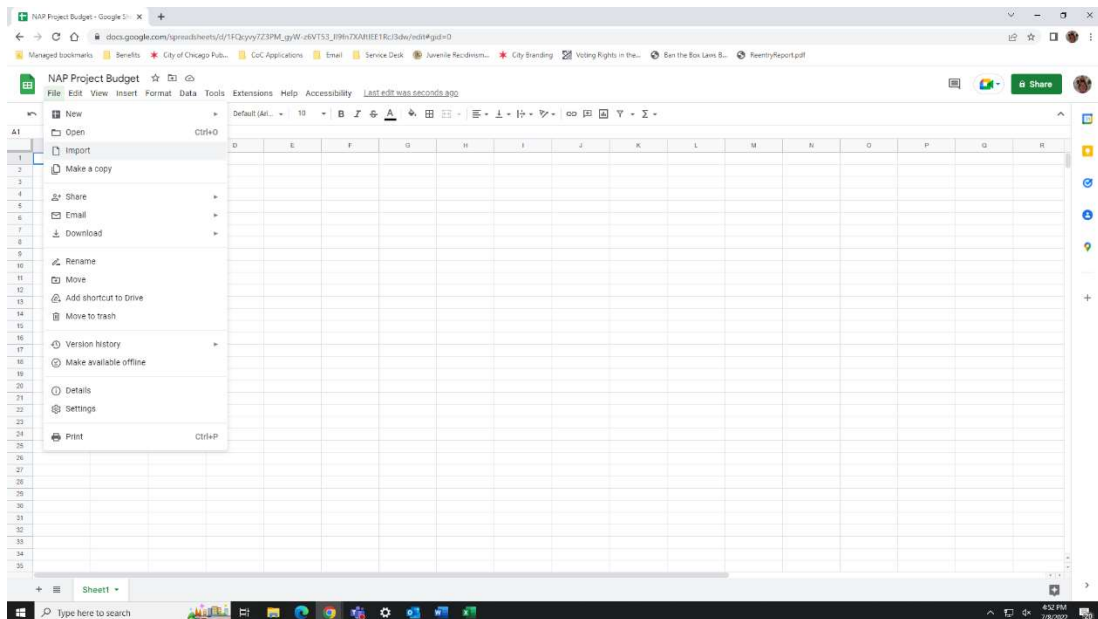


Google Sheets Instructions

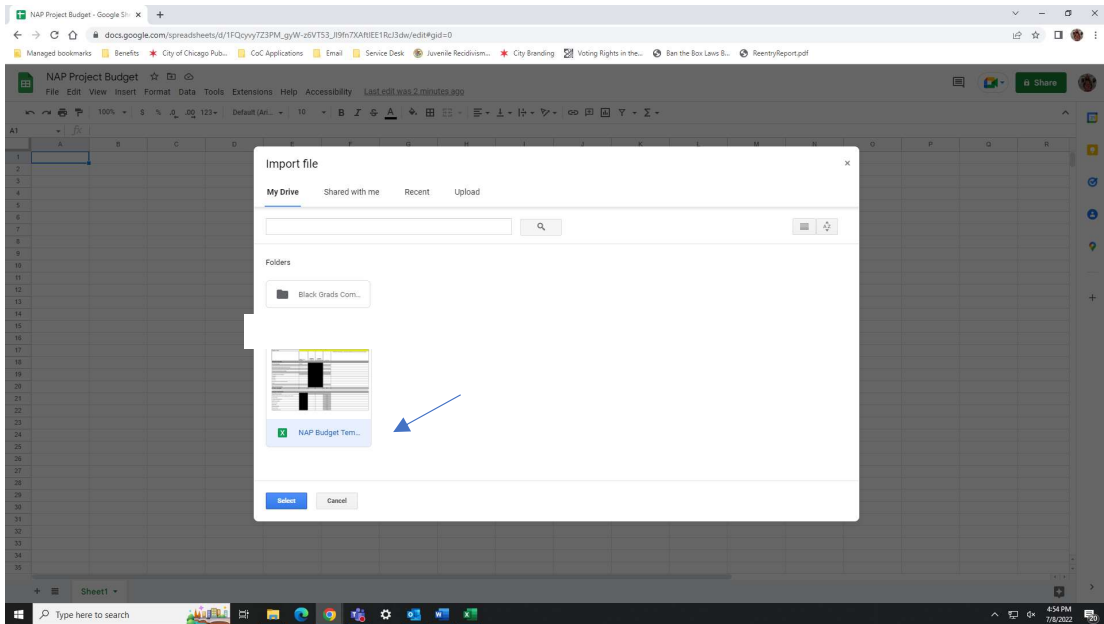
1. Download and save template to your computer
2. Type or copy and paste <https://docs.google.com/spreadsheets/> into your browser
3. Open the spreadsheet labeled “Blank”



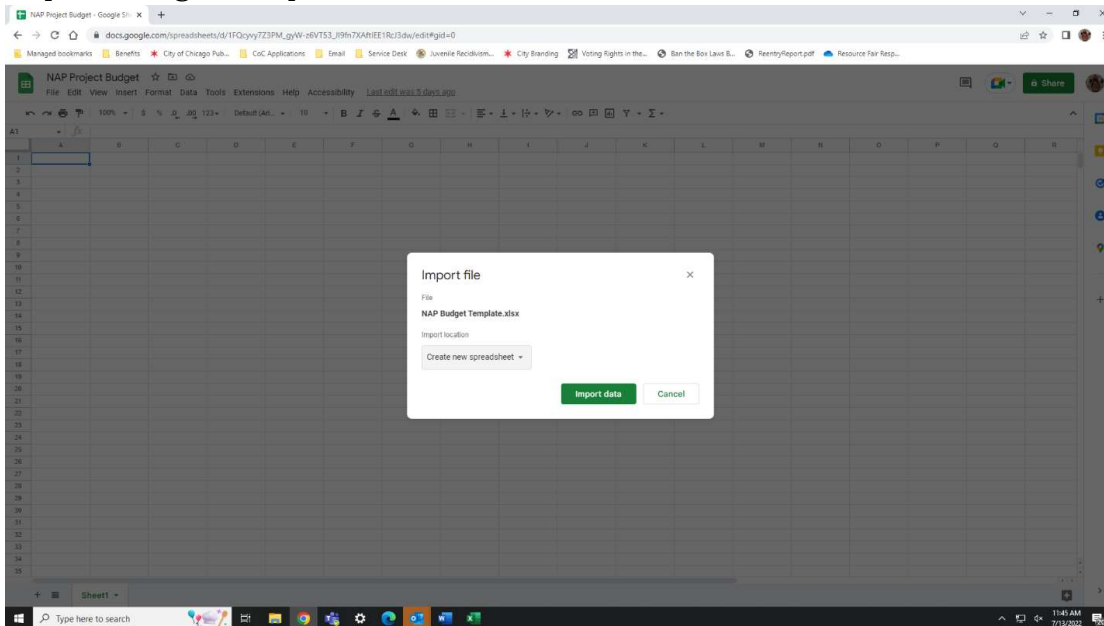
4. Click “File” and scroll down to select “Import”



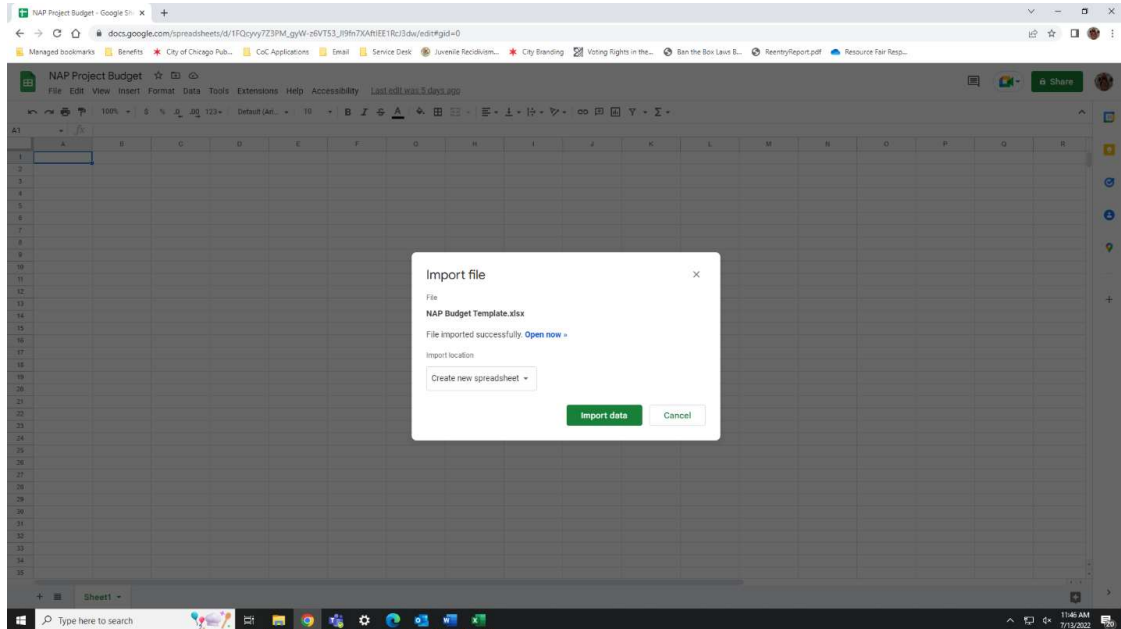
5. Select the budget template



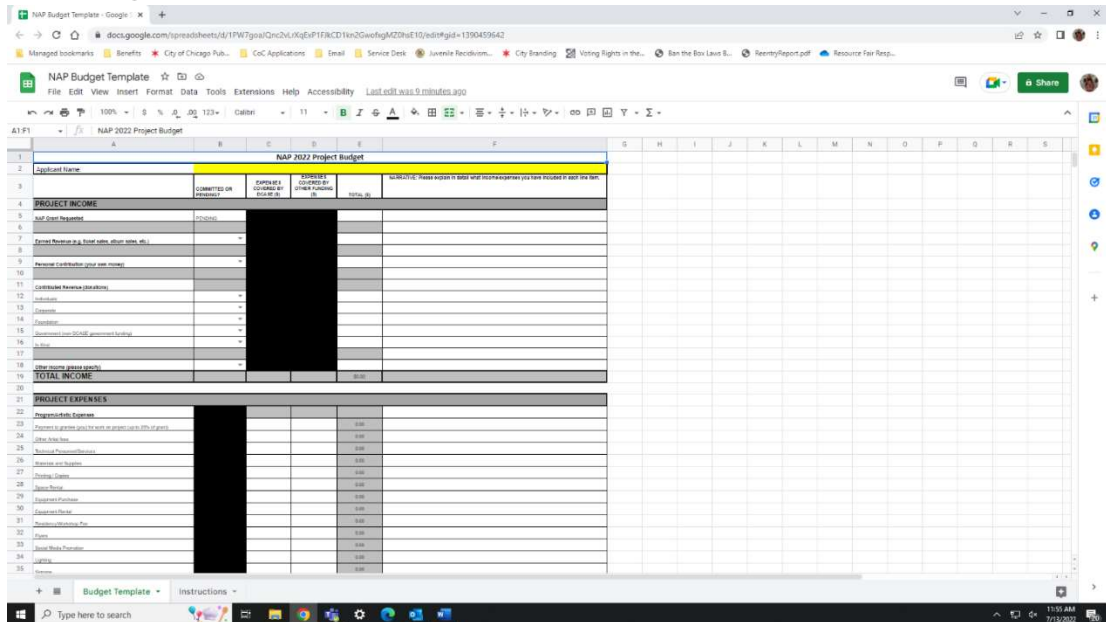
6. Import budget template file into the blank document



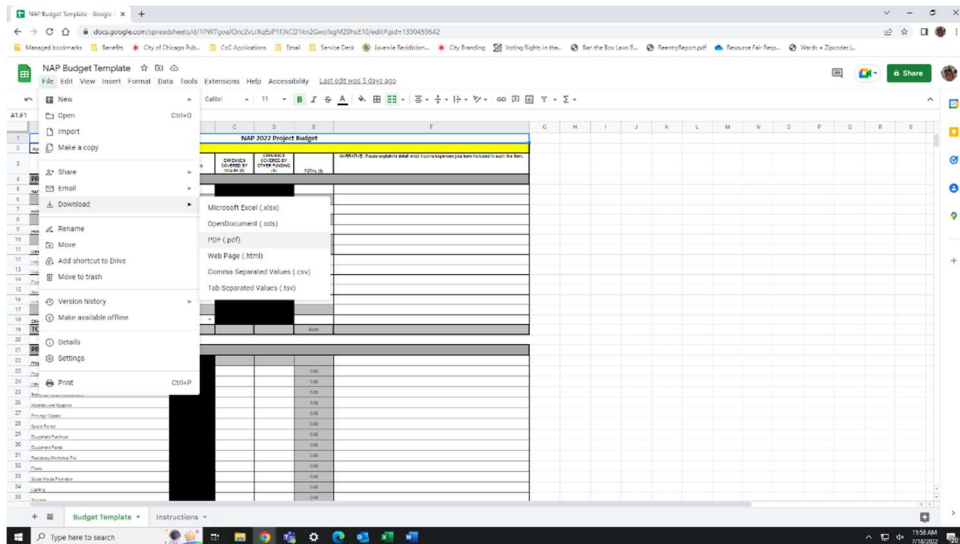
7. Once the file has imported successfully, click “Open now”



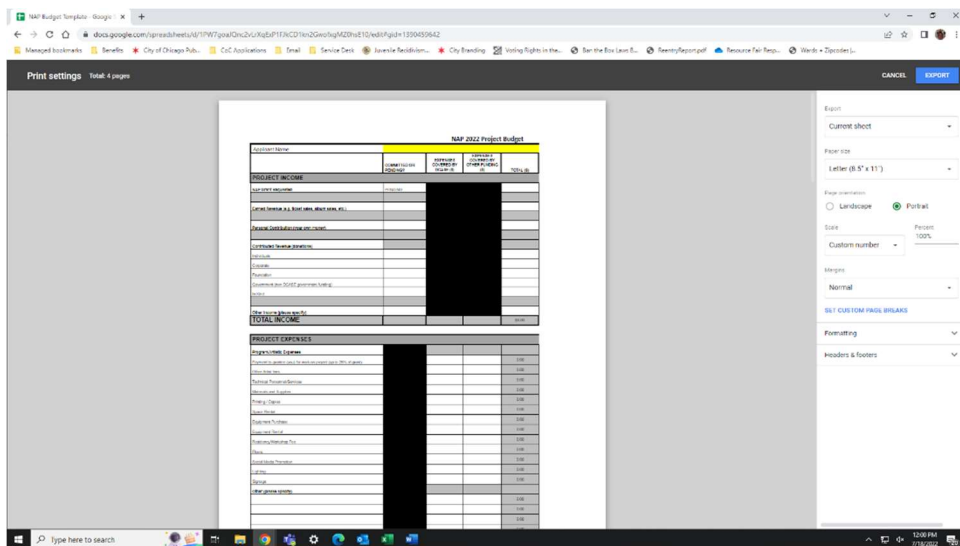
8. Congrats! You have successfully imported the budget template into google Sheets 😊



- Once you have completed your budget, click “File”, scroll down to “Download”, then select “PDF (.pdf)”



- Click “EXPORT”, the blue button in the top right corner



- Congrats! You have now successfully saved your budget template to your computer as a PDF 😊

