

Travel Expenses Budget

Group Members:	Reg No:	Travel Dates:
1. _____		
2. _____		
3. _____		
4. _____		
Destination:		
Holiday Budget Given:		

TRANSPORTATION	Estimated Cost (B\$)
Airfare Adults (B\$ _____ x _____ No. of adults)	
Airfare Children (B\$ _____ x _____ No. of children)	
Taxi fare on arrival	
Transport allowance	
MRT if applicable	
Airport charges	
Others (<i>Please state</i>):	
TOTAL	
INSURANCE	
Holiday Insurance	
Others (<i>Please state</i>):	
TOTAL	
LODGING	
Hotels (B\$ _____ x _____ Days)	
Laundry	
Others (<i>Please state</i>):	
TOTAL	
FOOD & DRINKS	
Snacks	
Bottled Drinks	
Breakfasts	
Lunches	
Dinners	
Hi-Tea	
Others (<i>Please state</i>):	
TOTAL	
TICKETS	
Museums	
Amusements Parks	
Tour	
Others (<i>Please state</i>):	
TOTAL	

SHOPPING & THINGS TO GET THERE	
Souvenirs	
Clothes	
Tax-free Perfume	
Books & Magazines	
Local foodstuffs	
Others (<i>Please state</i>):	
TOTAL	
ENTERTAINMENT	
Cinema	
Karaoke	
Others (<i>Please state</i>):	
TOTAL	
CONTINGENCY	
First aid	
Bandage	
Daily necessities	
Others (<i>Please state</i>):	
TOTAL	
TOTAL ESTIMATED EXPENDITURE FOR THIS TRIP	
AMOUNT REMAINED	

Note:-

This budget is to be written up in Brunei Dollars. All the related costs (e.g. transport charges, hotel accommodation of the country concerned) must be converted into Brunei Dollars for this purpose. You may visit <http://www.coinmill.com/> for the currency exchange rate.

Currency Exchange Rate:-

B\$1 = _____

Show your workings for all the currency exchange here (where applicable):-

HOTEL:

TRANSPORT:

<i>Places To Visit:</i>