

OFFICE INTERIOR DESIGN & DECORATION BUDGET PLANNER

Expense Template for Office Decor and Improvements

Project Name:

Prepared By:

Location / Area:

Date:

1. Furniture & Layout

Furniture Subtotal

2. Lighting & Electrical

Lighting Subtotal

3. Wall Finishes, Flooring & Decor

Decor Subtotal

4. Labor, Installation & Professional Fees

Labor & Services Subtotal

TOTAL BUDGET LIMIT

TOTAL ACTUAL SPEND

NET VARIANCE