

Exhibit 2: Sample Budget

INCOME	Budget
CDs and Electronic Media	\$
Convention—Local	\$
Convention—State	\$
Fundraising	\$
Retreat	\$
Seventh Tradition Contributions—Group	\$
Seventh Tradition Contributions—Individual	\$
Workshops	\$
TOTAL INCOME	\$
EXPENSES	
Banking Fees/Adjustments	\$
Chair's Expenses	\$
Convention—State	\$
Delegate Expenses	\$
Newsletter	\$
P.O. Box Rental	\$
Phone Service	\$
Professional Outreach/Public Information	\$
Secretary—Corresponding	\$
Secretary—Recording	\$
Seventh Tradition Contributions to Region	\$
Seventh Tradition Contributions to WSO	\$
Twelfth Step Within	\$
Ways and Means	\$
We Care List	\$
Website (for the year)	\$
TOTAL EXPENSES	\$
INCOME MINUS EXPENSES	\$

The items in this sample budget are listed alphabetically. In practice, a service body usually lists budget items in order of priority. Fixed expenses are deducted first, and the remaining balance is divided among variable expenses as determined by member proposals and group conscience. Some service bodies have agreed on policies that prescribe how to prioritize variable expenses.