# Money Management Tips

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| * Write down everything you spend this month to get a sense of where your money goes.
* Next payday, pay yourself first by putting money in your savings account before spending anything
* Pick a date by which you will pay off all your credit card debt.
* Assess your debt—how much do you have?
* Always pay your bills on time
* Write down one financial goal you intend to achieve by the end of the week
* Make more than the minimum payment on your credit card bills. If you can, pay them in full every month.
* If you are renting your home or apartment,, make sure you have renter’s insurance.
* Leave your credit cards home when you go out this week.
* When you no longer need your financial documents, shred them to avoid identity theft.
* Withdraw cash only from ATMs that do not charge you a fee.
* Order copies of your credit report.
* Make a spending plan for next month.
* Assess your spending plan for this month. Are you on track?
* Every time you use your credit card this week, write down what you bought.
 | * Tell a trusted friend about your financial goals; have him or her check in on you periodically
* Borrow books, DVDs, and CDs from the library instead of buying or renting them
* Pay any bills you receive each month as soon as you get them.
* Write down one goal on a slip of paper and stick it in your wallet to remind you of your financial goals when you are shopping and temptation strikes.
* Avoid using payday lenders and check-cashing services.
* Be sure to compare benefits before deciding on a financial institution.
* Always read financial documents and agreements before signing them.
* Spend one hour today organizing your financial files.
* Always take time to shop around before making large purchases.
* Take an insurance inventory. Do you all the coverage you need?
* Next time you get a raise, and for every raise thereafter, increase your contribution to your retirement account.
* If you are tempted to make a spontaneous purchase this week, wait an hour before doing so.
* Compare prices of produce and products at the grocery store; see how much you can save by purchasing generic brands or items on sale
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