DAILY PLANNER

TO BE DONE TODAY_____

PRIORITY/ TIME	ACTIVITY	COMPLETED/ NOTES

8:00
8:30
9:00
9:30
10:00
10:30
11:00
11:30
12:00
12:30
1:00
1:30
2:00
2:30
3:00
3:30
4:00
4:30
5:00

NOTES

EXPENSES	HOTEL	AUTO RENTAL	FOOD	TRAVEL	GAS/OIL/TOLLS PARKING	MISC.	ENTERTAINMENT

EXPLANATION _____