Group Yacht Charter Budget Worksheet

Use this worksheet before asking guests to commit. Keep cabin-related costs separate from per-person and personal expenses so everyone understands the budget before deposits are due.

Charter / Yacht _____	**Destination** _____
Dates _____	**Group organizer** _____
Number of guests _____	**Number of cabins** _____

Planning principle Cabin value determines cabin-related shares when cabins differ. Shared operating advances and gratuity are generally allocated per guest, while flights and personal requests remain individual expenses.

Illustrative Plus-Expenses Charter

Line item	Allocation method	Group amount
Base charter fee	Cabin-weighted	$30,000
APA at 30%	Per guest	$9,000
Illustrative gratuity at 18%	Per guest	$5,400
Initial shared budget	-	**$44,400**
Flights	Individual	Not included
Ground and water transfers	Participating guests	Not included
Hotel nights	Individual or per room	Not included
Premium personal requests	Requesting guest	Not included
Optional excursions	Participating guests	Not included

Important: Do not add fuel, provisioning, marina fees, or similar operating costs to the totals when APA already covers them. List those expected costs in the APA planning section instead.

APA Planning Categories

Use the categories below to plan the advance. These are planning estimates only; actual charter expenditure may differ.

APA expense	Estimated amount
Guest food and beverages	$_____
Main-engine and generator fuel	$_____
Tender and watersports fuel	$_____
Dockage and harbor charges	$_____
Local taxes or cruising expenses	$_____
Special equipment or requests	$_____
Contingency	$_____
Estimated APA requirement	**$**_____

APA reconciliation: The captain reconciles the APA against actual expenditure. Present the APA percentage as an advance estimate, not a guaranteed final cost.

Guest Cost Allocation Worksheet

Use one row per guest. Enter cabin-related shares separately from shared per-person amounts and personal expenses. This keeps the group commitment transparent.

Guest	Cabin / share	Charter share	APA share	Gratuity share	Personal / optional	Estimated total
1. _____	_____	$_____	$_____	$_____	$_____	$_____
2. _____	_____	$_____	$_____	$_____	$_____	$_____
3. _____	_____	$_____	$_____	$_____	$_____	$_____
4. _____	_____	$_____	$_____	$_____	$_____	$_____
5. _____	_____	$_____	$_____	$_____	$_____	$_____
6. _____	_____	$_____	$_____	$_____	$_____	$_____
7. _____	_____	$_____	$_____	$_____	$_____	$_____
8. _____	_____	$_____	$_____	$_____	$_____	$_____
Group totals		**$**_____	**$**_____	**$**_____	**$**_____	**$**_____

Personal and Travel Expenses

Expense	Who pays?	Budget / notes
Flights	Individual	$_____
Ground / water transfers	Participating guests	$_____
Hotel nights	Individual or per room	$_____
Premium personal requests	Requesting guest	$_____
Optional excursions	Participating guests	$_____

Group Agreement Notes

Record any group-specific decisions before deposits are collected: cabin premiums, solo-guest arrangements, cancellation responsibility, payment deadlines, or premium requests.

_____

_____

_____

_____

_____

Group organizer _____	**Date** _____
Broker / advisor _____	**Date** _____

Planning note: Charter terms, APA practices, gratuity guidance, taxes, and accepted payment methods can vary by yacht, destination, operator, and charter agreement. Confirm the applicable terms with your broker before guests commit funds.