Business Plan

Company Name:				
Type of Company (sole proprietorship, LLC, etc.)				
Address:	City	State	Zip	
Telephone: ()				
Owners Information:				
Name	Address	Phone		
Product:				

Executive Summary

Describe in 2-3 paragraphs your business idea, mission statement, product or service; years in business, marketing and distribution; competition and desired outcomes from ACEnet (technical assistance, funding, etc.)

Detailed Plan
In the sections below, discuss your business idea and any research you have completed in detail. Use additional pages if necessary.
1. Description of Business

2. Product or service information

3.	Market and Competition
4	Management Capacity
4.	Манадешент Сараси

5. Provide in attachments the following information. Forms are attached.

- 1. Balance Sheet for the Company (If start-up, show any assets and liabilities the new company will have on the first day of business.)
- 2. Pro forma Income Statements
- 3. Statement of Cash Flows
- 4. Breakeven Analysis
- 5. Historic records (Income statements, tax records, balance sheets, etc.)
- 6. Personal Income Statements and Balance Sheets
- 7. Copies of all leases and contracts
- 8. Any other information you deem pertinent to the Business Plan

(Company)								
Income Statement								
	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Yr 2	Yr 3	Yr 4	Yr 5
Ordinary Income/Expense								
Income								
Sales								
Sales Discounts								
Total Income								
Cost of Goods Sold								
Cost of Goods Sold								
Total COGS								
Cura Pur Ft								
Gross Profit								
Expense								
Automobile Expense								
Bank Service Charges								
Cash Discounts								
Contributions								
Depreciation Expense								
Dues & Subscriptions								
Equipment Rental								
Filing Fees								
Franchise Fees								
Insurance								
Disability Insurance								
Liability Insurance								
Insurance - Other								
Total Insurance								
Interest Expense								
Finance Charge								
Loan Interest								
Mortgage								
Interest Expense - Other								
Total Interest Expense								
Licenses and Permits								
Miscellaneous								
Payroll Expenses								
Postage and Delivery								
Printing and Reproduction								
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Professional Fees				
Accounting				
Legal Fees				
Professional Fees - Other				
Total Professional Fees				
Rent				
Repairs				
Building Repairs				
Computer Repairs				
Equipment Repairs				
Repairs - Other				
Total Repairs				
Supplies				
Marketing				
Office				
Supplies - Other				
Total Supplies				
Taxes				
Federal				
Local				
Property				
State				
Taxes - Other				
Total Taxes				
Telephone				
Travel & Entertainment				
Entertainment				
Meals				
Travel				
Travel & Ent Other				
Total Travel & Ent.				
Utilities				
Gas & Electric				
Water				
Utilities - Other				
Total Utilities				
Total Expense				
Net Income				

Balance Sheet

ASSETS	
Current Assets	
Checking/Savings	
Accounts Receivable	
Other Current Assets	
Total Current Assets	
Fixed Assets	
Other Assets	
TOTAL ASSETS	
LIABILITIES & EQUITY	
LIABILITIES	
Current Liabilities	
Accounts Payable	
Credit Cards	
Other Current Liabilities	
Payroll Liabilities	
Total Other Current Liabilities	
Total Current Liabilities	
Long Term Liabilities	
TOTAL LIABILITIES	
EQUITY	
Opening Balance Equity	
Retained Earnings	
Net Income	•
TOTAL EQUITY	
TOTAL LIABILITIES & EQUITY	

Sources and Uses of Loan Funds

Sources:	Amount
	
Uses:	Amount
Net (Should be zero)	

Personal Balance Sheet

Assets (House, Car, equipment, furniture):	Amount
iabilities (Any amounts you owe):	Amount

Personal Income Statement

Income	Amount	
	 	_
	 	—
	 	_
Expenses	Amount	
	 	—
	 	_
	 	_
	 	_
	 	—
	 	_

Breakeven Analysis

What are your fixed Costs: (Th many sales you have, ex: Rent)	ose costs that you will have in your business regardless of how
What Gross Profit Margin (GPN cost of goods sold ex: \$100 sale	M) do you project? (This is the % left over from a sale after your e, \$65 COGS, \$35 GPM)
<u>Fixed costs</u> = GPM	(Breakeven)
	(This is the amount of sales you will need to cover your fixed expenses in your business)