

Business Budget Worksheet

How to use this: Fill in this table to track your monthly and yearly budget. List income and expenses to see your profit or loss clearly

1. Income

Monthly Sales/Revenue	_____
Other Income (grants, loans, investments)	_____
Total Monthly Income	_____

2. Fixed Expenses

Rent/Mortgage	_____
Utilities (electric, water, internet)	_____
Insurance	_____
Payroll	_____
Software/Subscriptions	_____
Loan Payments	_____
Other Fixed Expenses	_____

3. Variable Expenses

Supplies/Inventory	_____
Marketing/Advertising	_____
Travel/Transportation	_____
Professional Services (legal, accounting, consultants)	_____
Other Variable Expenses	_____

4. Totals

Total Monthly Expenses (Fixed + Variable)	_____
Net Profit/Loss (Income – Expenses)	_____

5. Yearly Projection

Total Projected Income (12 months)	_____
Total Projected Expenses (12 months)	_____
Projected Yearly Profit/Loss	_____