

Business Project Budget

Your Name

Your Business Name

Business Project Start-Up Estimated Costs

PROJECT COSTS

Purchase of Real Estate \$ _____
Closing Costs \$ _____
*Remodeling & Repairs Costs \$ _____
*Machinery, Tools & Equipment \$ _____
*Furniture & Fixtures \$ _____
Operating Supplies \$ _____
*Inventory \$ _____
Production Materials \$ _____
Other _____ \$ _____
Other _____ \$ _____

TOTAL \$ _____

START-UP EXPENSES

Advertising & Promotion- Launch \$ _____
Public Relations Activities-Launch \$ _____
Professional Fees -Accounting & Legal \$ _____
Licenses & Permits \$ _____
Insurance- Property & Business Liability \$ _____
Utilities Deposits \$ _____
Rental Deposits \$ _____
Telephone Installation & Deposit \$ _____
Other _____ \$ _____
Other _____ \$ _____

TOTAL \$ _____

ADDITIONAL WORKING CAPITAL \$ _____

TOTAL PROJECT START-UP COSTS \$ _____

Sources of Funds

OWNER'S CASH CONTRIBUTION \$ _____

TOTAL LOANS \$ _____

Bank Loan(s) _____ terms _____
RLF _____ terms _____
Other _____ terms _____
Other _____ terms _____

OTHER FUNDING SOURCES _____ \$ _____

TOTAL SOURCES FOR PROJECT FUNDS \$ _____

**Attach a list for each of the categories that will need costs broken down, by item.
You will also need to include: 3 years of business & personal income tax returns, a personal financial statement, 3 years of past income-expenses & balance sheets for an existing business, 2 years of projected cash-flow for your proposed business.*