

Business Plan Budget & Startup Cost Graphs

Use Excel to create three graphs. You have borrowed \$500,000 to start your business. Use this money to cover the expenses listed below.

1. The first graph will include startup costs (one time purchases only).

a. Equipment

- i. Computers
- ii. Phones
- iii. Tool Kit(s)
- iv. Lift Tables
- v. Benches
- vi. Trailer



b. Advertising

- i. 4 weeks of a full page ad to launch the business



2. The second graph will have reoccurring expenses.

a. Personnel

- i. Salaries for the following employees (2 sales, 3 mechanics, 1 bookkeeper, and yourself)
- ii. Health Insurance for all employees (including you). \$300/month/person

b. Vehicle (use the truck you purchased during "Deal or No Deal")

c. Advertising (a ¼ page ad each week for the first year)

d. Building

- i. Rent
- ii. Utilities fixed at \$850/month

e. Loan Payment

- i. \$4500 /month

3. The third graph will be used in your **PowerPoint (slide #4)** and shows your costs during the first year. Include both onetime expenses and reoccurring expense information. As an example enter a formula that will multiply the utility payment of \$850 *12. Please have the following categories:

- a. Equipment (onetime expenses)
- b. Personnel
- c. Vehicle
- d. Advertising (4 one page ads and ¼ weekly ads for the remainder of the year).
- e. Building
- f. Loan Payment

