

{Department_Name} Budget

{Department_Lead}

Projected Annual Profit

{projected_annual_profit}

EXPENSES

Full Year

Payroll	{payroll}
Rent	{rent}
Utilities	{utilities}
Taxes	{taxes}
Insurance	{insurance}
Office Supplies	{office_supplies}
Transportation	{transportation}
Marketing	{marketing}
Memberships	{memberships}
Professional Services	{professional_services}
Cost of Goods	{cost_of_goods}
Food	{food}

Total Expenses

\$ -

Profit

#VALUE!

{Department_Name} Monthly Budget

9.00% 7.75% 8.50% 8.75% 8.75%

EXPENSES	Month 01	Month 02	Month 03	Month 04	Month 05
Payroll	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Rent	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Utilities	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Taxes	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Insurance	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Office Supplies	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Transportation	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Marketing	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Memberships	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Professional Serivces	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Cost of Goods	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Food	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Total Expenses	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Profit	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!
Revenue Margin					

{Department_Name} Actual Cost

EXPENSES	Month 01	Month 02	Month 03	Month 04	Month 05
Payroll					
Rent					
Utilities					
Taxes					
Insurance					
Office Supplies					
Transportation					
Marketing					
Memberships					
Professional Serivces					
Cost of Goods					
Food					
Total Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Profit	#VALUE!	#VALUE!	#VALUE!	#VALUE!	#VALUE!

