### **BALANCE SHEET**

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	Budget 31/01/2022	Budget 28/02/2022	Budget 31/03/2022	Budget 30/04/2022	Budget 31/05/2022	Budget 30/06/2022	Budget 31/07/2022	Budget 31/08/2022	Budget 30/09/2022	Budget 31/10/2022	Budget 30/11/2022	Budget 31/12/2022	Budget 31/12/2022
Cash	7,900.00	7,650.00	7,400.00	7,300.00	7,050.00	6,800.00	6,700.00	6,450.00	6,200.00	6,100.00	5,850.00	5,600.00	5,600.00
Bank assets	29,575.00	29,150.00	38,425.00	37,100.00	36,375.00	35,650.00	30,925.00	30,200.00	29,475.00	28,750.00	28,025.00	27,525.00	27,525.00
Post account	37,820.00	35,640.00	24,460.00	26,130.00	29,550.00	34,470.00	45,240.00	53,160.00	61,080.00	68,850.00	76,770.00	68,690.00	68,690.00
Customers' register	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	41,200.00	41,200.00
Inventory	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00
Office furniture	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00	8,000.00
Computer	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00	900.00
Software	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00
Car	6,200.00	6,200.00	6,200.00	6,200.00	6,200.00	6,200.00	6,200.00	6,200.00	6,200.00	6,200.00	6,200.00	6,200.00	6,200.00
Total Assets	114,495.00	111,640.00	109,485.00	109,730.00	112,175.00	116,120.00	122,065.00	129,010.00	135,955.00	142,900.00	149,845.00	164,015.00	164,015.00

#### Liabilities

	Budget 31/01/2022	Budget 28/02/2022	Budget 31/03/2022	Budget 30/04/2022	Budget 31/05/2022	Budget 30/06/2022	Budget 31/07/2022	Budget 31/08/2022	Budget 30/09/2022	Budget 31/10/2022	Budget 30/11/2022	Budget 31/12/2022	Budget
Suppliers'	01/01/2022	ZOIOZIZOZZ	01/00/2022	30/04/2022	01/00/2022	3070072022	01/01/2022	01/00/2022	30/03/2022	01/10/2022	30/11/2022	O II I I I I I I I	O I/ I Z/ZOZZ
register	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	17,200.00	17,200.00
Credit card loan	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00
Bank loan	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
VAT due	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00

#### Liabilities

	Budget 31/01/2022	Budget 28/02/2022	Budget 31/03/2022	Budget 30/04/2022	Budget 31/05/2022	Budget 30/06/2022	Budget 31/07/2022	Budget 31/08/2022	Budget 30/09/2022	Budget 31/10/2022	Budget 30/11/2022	Budget 31/12/2022	Budget 31/12/2022
Automaticly calculated VAT	750.00	1,250.00	1,840.91	2,704.55	3,750.01	4,931.82	6,295.45	7,749.99	9,204.54	10,659.09	12,113.64	13,568.19	13,568.19
Capital	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00	60,000.00
Profit or Loss brought forward	36,300.00	36,300.00	36,300.00	36,300.00	36,300.00	36,300.00	36,300.00	36,300.00	36,300.00	36,300.00	36,300.00	36,300.00	36,300.00
Profit and Loss	-3,205.00	-6,560.00	-9,305.91	-9,924.55	-8,525.01	-5,761.82	-1,180.45	4,310.01	9,800.46	15,290.91	20,781.36	26,496.81	26,496.81
Total Liabilities	114,495.00	111,640.00	109,485.00	109,730.00	112,175.00	116,120.00	122,065.00	129,010.00	135,955.00	142,900.00	149,845.00	164,015.00	164,015.00

### **PROFIT/LOSS STATEMENT**

	Budget Jan '22	Budget Feb '22	Budget Mar '22	Budget Apr '22	Budget May '22	Budget Jun '22	Budget Jul '22	Budget Aug '22	Budget Sep '22	Budget Oct '22	Budget Nov '22	Budget Dec '22	Budget 2022
Income from sales	6,818.18	8,181.82	9,090.91	11,818.18	13,636.36	15,454.55	17,272.73	18,181.82	20,000.00	20,000.00	20,000.00	20,909.09	181,363.64
Miscellaneous cash receipts	150.00	-,-		150.00			150.00			150.00			600.00
Interest income						-,-	-,-					250.00	250.00
TOTAL REVENUES	6,968.18	8,181.82	9,090.91	11,968.18	13,636.36	15,454.55	17,422.73	18,181.82	20,000.00	20,150.00	20,000.00	21,159.09	182,213.64

#### **EXPENSES**

	Budget Jan '22	Budget Feb '22	Budget Mar '22	Budget Apr '22	Budget May '22	Budget Jun '22	Budget Jul '22	Budget Aug '22	Budget Sep '22	Budget Oct '22	Budget Nov '22	Budget Dec '22	Budget 2022
Direct product /service costs	1,818.18	3,181.82	3,181.82	3,181.82	3,181.82	3,636.36	3,636.36	3,636.36	5,454.55	5,454.55	5,454.55	6,363.64	48,181.83
Salaries direct	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	66,000.00
Pension fund	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	125.00	1,500.00
Accident Insurance	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	120.00	1,440.00
Traning of personnel	150.00			150.00			150.00			150.00			600.00
Meals	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Travel	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	50.00	600.00
Automobile	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	200.00	2,400.00

#### **EXPENSES**

	Budget Jan '22	Budget Feb '22	Budget Mar '22	Budget Apr '22	Budget May '22	Budget Jun '22	Budget Jul '22	Budget Aug '22	Budget Sep '22	Budget Oct '22	Budget Nov '22	Budget Dec '22	Budget 2022
Rental Payments	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	1,600.00	19,200.00
Electricity	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,800.00
Telephone, Fax	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	960.00
Internet	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	960.00
Office supplies	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	1,200.00
Utilities			300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	300.00	3,000.00
Postage and delivery	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	80.00	960.00
Printing	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00	240.00
Advertising and promotion		150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	150.00	1,650.00
Website development					400.00	400.00	400.00	400.00	400.00	400.00	400.00	400.00	3,200.00
Bank service charges												25.00	25.00
Tax expense				600.00									600.00
TOTAL EXPENSES	10,173.18	11,536.82	11,836.82	12,586.82	12,236.82	12,691.36	12,841.36	12,691.36	14,509.55	14,659.55	14,509.55	15,443.64	155,716.83
Profit and Loss	-3,205.00	-3,355.00	-2,745.91	-618.64	1,399.54	2,763.19	4,581.37	5,490.46	5,490.45	5,490.45	5,490.45	5,715.45	26,496.81

## **CUSTOMERS/SUPPLIERS REGISTER**

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	Budget 31/01/2022	Budget 28/02/2022	Budget 31/03/2022	Budget 30/04/2022	Budget 31/05/2022	Budget 30/06/2022	Budget 31/07/2022	Budget 31/08/2022	Budget 30/09/2022	Budget 31/10/2022	Budget 30/11/2022	Budget 31/12/2022	Budget 31/12/2022
Redford Inc	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	6,000.00	29,000.00	29,000.00
John Smith	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00	5,000.00
Simon Black	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00	7,200.00
Total Customers	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	18,200.00	41,200.00	41,200.00

#### **Suppliers**

	Budget												
	31/01/2022	28/02/2022	31/03/2022	30/04/2022	31/05/2022	30/06/2022	31/07/2022	31/08/2022	30/09/2022	31/10/2022	30/11/2022	31/12/2022	31/12/2022
Johnson Inc	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00	5,500.00
Marble	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00	3,200.00
Mary Taylor	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	8,500.00	8,500.00
Total													
Suppliers	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	10,200.00	17,200.00	17,200.00
COST													

COST CENTERS

SEGMENTS