

## **BUSINESS EXPENSES Estimate business** expenses is an important step in determining how much money you need to start encountering cash fow problems. Even so, most **Every business has** business expenses different are either one-time requirements, depending costs or ongoing on the type of products or services it sells, the of expenses required

ESTIMATION

OF

BUSINESS

EXPENSES

## LEGALITIES

Forming an ofcial, legal business means estimating the one-time expense of obtaining your business license.

If you want to incorporate your business, allow for the expense of hiring an attorny to do it for you or the cost of flling if you handle the details yourself.

You also need ongoing liability insurance to protect yourself and your employees.

## HIRING EMPOYEES

If you hire employees to handle other tasks, such as accounting reception or the manufacturing process

the company, and the

stage of growth of the

business.

calculate the salary, tax obligations and the cost of benefts to help estimates the businessexpenses

Paying your sales staff a commissionas they bring in orders in another cost to include in your budget.

to keep operation

going.

## GETTING AND FULFILLING ORDERS

If your business is open to the public, add in the cost of signage, shelves, cash registers and payment systems.

calculate the cast of flling orders for the frst few months, starting with low how much money you need to keep your products in stock.

calculate
shipping and
packaging costs
if you mail items
to customers.