

# Finance Template

To help you know if your idea can continue and be open for years, your need to know if it will make money. The following tables will help you work this out, and if you are not making money when you complete the table, you may need to rethink what you are doing.

## Monthly Expenses

To keep your idea running, you will need to spend money every single month. Write how much you expect to spend on common items below, and work out the final number at the bottom of the table.

Team Number	Business Name	
Item	Total Cost	
Cleaning Costs		
Electricity		
Office Expenses		
Printing & Stationery		
Rent		
Repairs & Maintenance		
Telephone & Internet		
Wages & Salaries		
<b>Total Amount Needed</b>		

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## Break Even Analysis

This will help you work out how many sales or customers you need in a month to be able to make money. You will need to have worked out your Monthly Expenses first to be able to complete this.

Team Number	Business Name
1. How much will you charge your customers?	
2. How much does it cost to make your product?	
3. The Margin equals the price you charge your customers minus how much it costs to make your product.	
4. What are the total Monthly Expenses for your idea?	
5. Your break even point is your Monthly Expenses divided by the Margin.	