

Business Expenses Planner

By Michael Zweifel, owner of Building Better Athletes in Dubuque, Iowa

Part 1: Startup Costs

<p>Lease/Rent (deposit + first and last months' rent) <input style="width: 100%;" type="text"/></p> <p>Construction <input style="width: 100%;" type="text"/></p> <p>Flooring</p> <p style="padding-left: 20px;">Rubber flooring <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Artificial turf (if applicable) <input style="width: 100%;" type="text"/></p> <p>Equipment</p> <p style="padding-left: 20px;">Barbells, plates, collars, and attachments <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Dumbbells <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Kettlebells <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Racks <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Benches <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Cable machines and attachments <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Cardio equipment <input style="width: 100%;" type="text"/></p> <p>Miscellaneous equipment:</p> <p style="padding-left: 20px;">Medicine balls <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Bands and tubing <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Steps and boxes <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Foam rollers <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Mats <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Sleds and/or ropes <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Suspension trainers <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p>Legal costs and fees:</p> <p style="padding-left: 20px;">Corporate registration <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Applicable up-front business taxes and fees <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Legal fees <input style="width: 100%;" type="text"/></p>		<p>Office</p> <p>Front desk <input style="width: 100%;" type="text"/></p> <p>Office desk <input style="width: 100%;" type="text"/></p> <p>Chairs <input style="width: 100%;" type="text"/></p> <p>Shelves and cabinets <input style="width: 100%;" type="text"/></p> <p>Computer(s) <input style="width: 100%;" type="text"/></p> <p>Printer <input style="width: 100%;" type="text"/></p> <p>Landline phone(s) <input style="width: 100%;" type="text"/></p> <p>Refrigerator <input style="width: 100%;" type="text"/></p> <p>Garbage cans <input style="width: 100%;" type="text"/></p> <p>Picture frames <input style="width: 100%;" type="text"/></p> <p>Clipboards <input style="width: 100%;" type="text"/></p> <p>Promotion and marketing:</p> <p style="padding-left: 20px;">Flyers and business cards <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Website <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Business email (if applicable) <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Branded clothing (if applicable) <input style="width: 100%;" type="text"/></p> <p>Locker rooms and sanitation:</p> <p style="padding-left: 20px;">Towels and hampers <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Toilet paper and paper towel dispensers <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Soap and hand sanitizer dispensers <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Vacuum cleaner <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Cleaning equipment (mop, bucket, toilet plunger) <input style="width: 100%;" type="text"/></p> <p>Other startup costs you anticipate:</p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p>Add \$500 for unanticipated expenses: <input style="width: 100%;" type="text"/></p> <p>Total startup costs: <input style="width: 100%; border: 2px solid black;" type="text"/></p>
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Part 2: Operational Costs (monthly)

<p>Utilities and maintenance:</p> <p style="padding-left: 20px;">Electricity <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Gas <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Water and sewer <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Internet and cable <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Landline phone <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Cell phone <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Trash pickup <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">External Maintenance (snow removal, lawn care, etc.) <input style="width: 100%;" type="text"/></p> <p>Insurance:</p> <p style="padding-left: 20px;">Liability <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Personal <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Business <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Equipment and property <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Workers' comp (if applicable) <input style="width: 100%;" type="text"/></p> <p>Taxes and fees:</p> <p style="padding-left: 20px;">Federal <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">State <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Local <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Accountant and/or accounting software <input style="width: 100%;" type="text"/></p>		<p>Promotion and marketing:</p> <p style="padding-left: 20px;">Email list <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Social media ads and promoted posts <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Branded clothing and promotional items <input style="width: 100%;" type="text"/></p> <p>Equipment and supplies:</p> <p style="padding-left: 20px;">Toilet paper, facial tissue, paper towels <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Soap, hand sanitizer, shower supplies <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Laundry <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Printer paper and ink <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Garbage bags <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Cleaning supplies <input style="width: 100%;" type="text"/></p> <p>Other operational expenses you anticipate:</p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p style="padding-left: 20px;">Other: <input style="width: 100%;" type="text"/></p> <p>Add \$100 for unanticipated expenses: <input style="width: 100%;" type="text"/></p> <p>Total monthly operational costs: <input style="width: 100%; border: 2px solid black;" type="text"/></p>
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