

Pro Forma Business Budget

Expense Category	Planned Expense	Actual Expense	Variance
Building Rent / Lease	\$0.00	\$0.00	\$0.00
Equipment Rent / Lease	\$0.00	\$0.00	\$0.00
Product / Material			
Coffee	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Marketing Expenses			
Brochure	\$0.00	\$0.00	\$0.00
Website	\$0.00	\$0.00	\$0.00
Business Cards	\$0.00	\$0.00	\$0.00
Advertising	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Administrative Expenses			
Fax/Copies	\$0.00	\$0.00	\$0.00
Postage	\$0.00	\$0.00	\$0.00
Office Supplies	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Sales Expenses			
Mileage	\$0.00	\$0.00	\$0.00
Parking	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Operating Expenses			
Utilities	\$0.00	\$0.00	\$0.00
Insurance	\$0.00	\$0.00	\$0.00