

# OPERATING BUDGET EXAMPLE

PROFIT & LOSS CATEGORY	Q1 TOTAL	Q2 TOTAL	Q3 TOTAL	Q4 TOTAL	YR TOTAL
<b>REVENUE</b>					
BUDGET	\$ 80,000.00	\$ 70,000.00	\$ 90,000.00	\$ 100,000.00	\$ 340,000.00
PREVIOUS YEAR ACTUAL	\$ 73,000.00	\$ 71,000.00	\$ 87,000.00	\$ 95,000.00	\$ 326,000.00
CHANGE FROM PREVIOUS YEAR	\$ 7,000.00	\$ (1,000.00)	\$ 3,000.00	\$ 5,000.00	\$ 14,000.00
<b>COGS Cost of Goods Sold</b>					
BUDGET	\$ 53,300.00	\$ 46,700.00	\$ 60,000.00	\$ 66,600.00	\$ 226,600.00
PREVIOUS YEAR ACTUAL	\$ 52,300.00	\$ 45,700.00	\$ 60,200.00	\$ 67,800.00	\$ 226,000.00
PREVIOUS YEAR VARIANCE	\$ 1,000.00	\$ 1,000.00	\$ (200.00)	\$ (1,200.00)	\$ 600.00
<b>SALES / MARKETING COSTS</b>					
BUDGET	\$ 4,000.00	\$ 3,500.00	\$ 4,500.00	\$ 5,000.00	\$ 17,000.00
PREVIOUS YEAR ACTUAL	\$ 3,300.00	\$ 3,200.00	\$ 4,300.00	\$ 4,800.00	\$ 15,600.00
PREVIOUS YEAR VARIANCE	\$ 700.00	\$ 300.00	\$ 200.00	\$ 200.00	\$ 1,400.00
<b>LABOR COSTS</b>					
BUDGET	\$ 8,000.00	\$ 7,000.00	\$ 9,000.00	\$ 10,000.00	\$ 34,000.00
PREVIOUS YEAR ACTUAL	\$ 7,700.00	\$ 6,600.00	\$ 8,600.00	\$ 9,700.00	\$ 32,600.00
PREVIOUS YEAR VARIANCE	\$ 300.00	\$ 400.00	\$ 400.00	\$ 300.00	\$ 1,400.00
<b>ADMIN / GENERAL</b>					
BUDGET	\$ 4,000.00	\$ 3,500.00	\$ 4,500.00	\$ 5,000.00	\$ 17,000.00
PREVIOUS-YEAR ACTUAL	\$ 3,300.00	\$ 3,200.00	\$ 4,300.00	\$ 4,800.00	\$ 15,600.00
PREVIOUS-YEAR VARIANCE	\$ 700.00	\$ 300.00	\$ 200.00	\$ 200.00	\$ 1,400.00
<b>EBIT Earnings Before Interest &amp; Taxes</b>					
BUDGET	\$ 10,700.00	\$ 9,300.00	\$ 12,000.00	\$ 13,400.00	\$ 45,400.00
PREVIOUS-YEAR ACTUAL	\$ 6,400.00	\$ 12,300.00	\$ 9,600.00	\$ 7,900.00	\$ 36,200.00
PREVIOUS-YEAR VARIANCE	\$ 4,300.00	\$ (3,000.00)	\$ 2,400.00	\$ 5,500.00	\$ 9,200.00
<b>OTHER</b>					
BUDGET	\$ 5,600.00	\$ 4,900.00	\$ 6,300.00	\$ 7,100.00	\$ 23,900.00
PREVIOUS-YEAR ACTUAL	\$ 5,300.00	\$ 5,000.00	\$ 6,000.00	\$ 6,800.00	\$ 23,100.00
PREVIOUS-YEAR VARIANCE	\$ 300.00	\$ (100.00)	\$ 300.00	\$ 300.00	\$ 800.00
<b>NET PROFIT (Loss)</b>					
BUDGET	\$ 5,100.00	\$ 4,400.00	\$ 5,700.00	\$ 6,300.00	\$ 21,500.00
PREVIOUS-YEAR ACTUAL	\$ 1,100.00	\$ 7,300.00	\$ 3,600.00	\$ 1,100.00	\$ 13,100.00
PREVIOUS-YEAR VARIANCE	\$ 4,000.00	\$ (2,900.00)	\$ 2,100.00	\$ 5,200.00	\$ 8,400.00