

Recurring Costs For Sustaining Your Business

Cost (\$)	Expense	Description
	Employee wages	Monthly payroll
	Payroll taxes	Monthly employer-paid taxes for employees
	Health insurance	Health insurance for employees
	Workman's compensation insurance	State required workman's comp insurance for employees
	Monthly rent or mortgage	Rent or mortgage payments
	Security fees	Security system or hired security service if not provided by building
	Business insurance	Signs needed for outside office, on doors, walls, or otherwise
	Replenishing office supplies	Paper, pens, staplers, binders, paper clips, etc.
	Lease payments for equipment	Monthly fees for leased equipment
	Inventory replenishment	Costs required to restock inventory, including material, and production, etc.
	Monthly advertising	Monthly costs for ongoing advertising and promotions
	Utility payments	Monthly fees for utilities and other services
	Travel transportation	Expenses involved for travel or transportation of goods
	Professional fees	Monthly fees to legal, financial, and other professionals
	Bank service fees	Monthly chargess for banking fees
	Credit card processing fees	Fees required for processing credit card payments
	Service fees	Fees for services such as cleaning
	Other	Additional costs not on this list

\$ Total start up costs