

Startup costs — Joe's Pizza Place

This worksheet is set up for a fictional business, Joe's Pizza Place. Use it to get started calculating the startup costs for your own co-op. Change expense categories or add new ones to fit your co-op. Enter one-time and monthly expenses in the appropriate columns. Your estimations should go into the Budget column, and then you can put exact amount spent into the Actual column. Total funds required is the total estimated amount you need to start your company.

One-time Expenses	Budget	Actual
Rent		
Security deposit	1,200.00	
First month's rent	1,200.00	
First month's utilities (including phone and Internet)	250	
Improvement costs		
Kitchen improvements	800	
Tables and furniture	1,500.00	
Utensils, dishes, and kitchen and bar equipment	350	
Inventory		
Food	1,250.00	
Beverage	700	
Alcohol	900	
Miscellaneous		
Licenses and permits	150	
Legal fees	300	
Signage	550	
Technology	300	
Software	400	
Total one-time expenses	9,850.00	0

Monthly expenses	Budget	Actual
Rent		
Monthly rent	1,200.00	
Property insurance	300	
Utilities	250	
Employees		
Payroll	3,000.00	
Payroll taxes	1,250.00	
Health insurance	650	
Professional services		
Accounting	200	
Legal	250	
Consultants	200	
Other	50	
Supplies		
Office supplies	150	
Operating supplies	200	
Marketing		
Digital advertising	350	
Promotional materials	400	
Miscellaneous		
Liability insurance	400	
Repairs and maintenance	200	
Organizational dues	75	
Total monthly expenses	9,125.00	0

Total funds required

\$18,975.00