BUSINESS ACTIVITY 24
CASHFLOW STATEMENT

Who is going to be responsible for monitoring the finances of your business? How are they going to do it (notebook, Excel sheet, budgeting software)?

Complete a cashflow log and cashflow statement for the first 4 weeks of your business (or for as long as you've been in operation). Start your cashflow sheet once you've generated income or incurred an expense.

DATE	DESCRIPTION	INCOME	EXPENSE	BALANCE

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Cashflow Statement for: _____ to _____	
OPENING BALANCE	$
Income from sales	$
Income from other sources	$
Operating expenses	$
Repayment of loans/investors	$
CLOSING BALANCE	$
PROFIT/LOSS (CLOSING BALANCE - OPENING BALANCE)	$