

Use this worksheet to calculate your start-up costs.

Start-Up Costs

Item:	Cost	Date needed
-land and building	_____	_____
-rent	_____	_____
-leasehold improvements/signage	_____	_____
-equipment and tools	_____	_____
-furniture, fixtures, display cases	_____	_____
-vehicles	_____	_____
-beginning inventory	_____	_____
-raw materials for production	_____	_____
-research and development	_____	_____
-installation fees (equipment, phones, etc.)	_____	_____
-deposits	_____	_____
-licenses and permits	_____	_____
-legal fees	_____	_____
-accounting and other professional fees	_____	_____
-business insurance	_____	_____
-supplies (office supplies, postage, etc.)	_____	_____
-marketing materials		
•logo	_____	_____
•biz. cards, letterhead, env.	_____	_____
•flyers or brochures	_____	_____
•promotional info	_____	_____
•promotional materials	_____	_____
•web site	_____	_____
-marketing campaign		
•Yellow Pages	_____	_____
•advertising	_____	_____
•direct mail	_____	_____
•tradeshows, fairs, convention	_____	_____
•chambers of commerce	_____	_____
•publicity and promotion	_____	_____
•Internet marketing	_____	_____
-pre-opening labor and training costs	_____	_____
-miscellaneous	_____	_____
-reserves	_____	_____
TOTAL	_____	