|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | March | April | May | June | July | August | September |
| **INCOME** |  |  |  |  |  |  |  |
| Cash sales |  |  |  |  |  |  |  |
| Collections from credit accounts |  |  |  |  |  |  |  |
| Loan or other cash injection |  |  |  |  |  |  |  |
| Business Support Grant |  |  |  |  |  |  |  |
| Job Retention Scheme |  |  |  |  |  |  |  |
| Self Employed Support Grant |  |  |  |  |  |  |  |
| **TOTAL INCOME** |  |  |  |  |  |  |  |
| **COSTS** |  |  |  |  |  |  |  |
| Stock/Materials |  |  |  |  |  |  |  |
| Direct Wages - Gross |  |  |  |  |  |  |  |
| Direct Wages – NICER & Pension |  |  |  |  |  |  |  |
| SubContract Labour |  |  |  |  |  |  |  |
| Salaries |  |  |  |  |  |  |  |
| Rent  |  |  |  |  |  |  |  |
| Rates |  |  |  |  |  |  |  |
| Insurances - building |  |  |  |  |  |  |  |
| Insurances – key worker |  |  |  |  |  |  |  |
| Heat & Light |  |  |  |  |  |  |  |
| Telephone & Internet |  |  |  |  |  |  |  |
| Repairs & Maintenance |  |  |  |  |  |  |  |
| Marketing & Advertising – Website Hosting |  |  |  |  |  |  |  |
| Subscriptions - Office 365, Xero Accounts, etc |  |  |  |  |  |  |  |
| Accountant |  |  |  |  |  |  |  |
| Finance Interest Charges |  |  |  |  |  |  |  |
| Finance Payments |  |  |  |  |  |  |  |
| Other  |  |  |  |  |  |  |  |
| Other |  |  |  |  |  |  |  |
| Company Tax/VAT Payment |  |  |  |  |  |  |  |
| Drawings |  |  |  |  |  |  |  |
| **TOTAL COSTS** |  |  |  |  |  |  |  |
| **Monthly WC Requirement** |  |  |  |  |  |  |  |
| **Opening Balance** |  |  |  |  |  |  |  |
| **Closing Balance** |  |  |  |  |  |  |  |