



**Planigent
Input Worksheet**

Company Name Input:

What to do:

Type the name of the Company exactly as you would like it to appear on your pro forma financial statements.

Where the data go:

The Company name will appear throughout the financial statements.

Type Company name here: →

First Month of Plan Input:

What to do:

Type the first day of the first month of your plan period in cell B24 using the mm/dd/yyyy format.

Where the data go:

Month information will populate all other month name cells in the file.

Type first day of first month here: Jan-04 Feb-04 Mar-04 Apr-04 May-04 Jun-04 Jul-04 Aug-04

Income Statement Inputs

What to do:

Type in the annual expense - rounded to thousands - for each of the expense items listed below. If you want to change the name of any of these expense categories, this is the place to do it. The name you change will change in all other Income Statement schedules in this file. For all items listed here, monthly expenses are calculated by dividing the annual expense by 12.

Where the data go:

These inputs feed the Monthly Income Statement worksheet, which in turn, feeds the Annual Income Statement.

	Year 1	Year 2	Year 3	Year 4	Year 5
Insurance	-	-	-	-	-
Trade shows/Advertising	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Postage/Delivery	-	-	-	-	-
Printing	-	-	-	-	-
Professional Fees	-	-	-	-	-
Rent/Utilities	-	-	-	-	-
Supplies	-	-	-	-	-
Telephone	-	-	-	-	-
Travel & Ent	-	-	-	-	-
Research and Development	-	-	-	-	-
Other	-	-	-	-	-
Other	-	-	-	-	-
Other Income/Expense	-	-	-	-	-

Type in the payroll tax and benefits rates in the boxes below. These are both expressed as a percentage of total salaries.

Payroll Taxes	0.0%	0.0%	0.0%	0.0%	0.0%
Employee Benefits	0.0%	0.0%	0.0%	0.0%	0.0%

Type in the tax rate and retained earnings rate for each year below. These will be used by the MIncStmt worksheet. These can be 0% if you want; if you are unsure, we recommend leaving the at 40% and 100% respectively.

	Year 1	Year 2	Year 3	Year 4	Year 5
Tax Rate	0.0%	0.0%	0.0%	0.0%	0.0%
Retained Earnings Rate	0.0%	0.0%	0.0%	0.0%	0.0%

Cost of Goods Sold Worksheet

What to do:

Input the cost of production percentage, if applicable, for each product in Column B. Input other costs (freight, duty, hosting, content) in the cells provided for each month. Note that you can change the name of the costs by typing over the given name in the Year 1 section.

Where the data go:

The Monthly Income Statement worksheet picks up the "Total Cost of Goods" figures for each month and year of the plan.

Year 1	Jan-04	Feb-04	Mar-04	Apr-04	May-04	Jun-04	Jul-04
Product #1							
Cost of Production	0.0%	-	-	-	-	-	-
Freight		-	-	-	-	-	-
Duty		-	-	-	-	-	-
Hosting		-	-	-	-	-	-
Content		-	-	-	-	-	-
Cost of Goods Sold #1		-	-	-	-	-	-
Product #2							
Cost of Production	0.0%	-	-	-	-	-	-
Freight		-	-	-	-	-	-
Duty		-	-	-	-	-	-
Hosting		-	-	-	-	-	-
Content		-	-	-	-	-	-
Cost of Goods Sold #2		-	-	-	-	-	-
Product #3							
Cost of Production	0.0%	-	-	-	-	-	-
Freight		-	-	-	-	-	-
Duty		-	-	-	-	-	-
Hosting		-	-	-	-	-	-
Content		-	-	-	-	-	-
Cost of Goods Sold #3		-	-	-	-	-	-
Product #4							
Cost of Production	0.0%	-	-	-	-	-	-
Freight		-	-	-	-	-	-
Duty		-	-	-	-	-	-
Hosting		-	-	-	-	-	-
Content		-	-	-	-	-	-
Cost of Goods Sold #4		-	-	-	-	-	-
Product #5							
Cost of Production	0.0%	-	-	-	-	-	-
Freight		-	-	-	-	-	-
Duty		-	-	-	-	-	-
Hosting		-	-	-	-	-	-
Content		-	-	-	-	-	-
Cost of Goods Sold #5		-	-	-	-	-	-
Total Cost of Goods Sold Year 1		-	-	-	-	-	-

Staffing Worksheet

What to do:

For each executive and staff position, input the head count in each month; then enter the annual base salary for each position in column B. Be sure to use thousands. For example, \$50,000 should be entered as "50" (without the "" marks).

Where the data go:

The Monthly Income Statement worksheet picks up the "Total Officers" and "Total Staff" figures for each month and year of the plan.

		Jan-04	Feb-04	Mar-04	Apr-04	May-04	Jun-04	Jul-04
Head Count	Annual Salary (\$000s)							
Executive								
President		-	-	-	-	-	-	-
CFO		-	-	-	-	-	-	-
COO		-	-	-	-	-	-	-
CIO		-	-	-	-	-	-	-
Vice President Marketing		-	-	-	-	-	-	-
Vice President Operations		-	-	-	-	-	-	-
Vice President Human Resources		-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-
Other		-	-	-	-	-	-	-
Total Executive		-	-	-	-	-	-	-
Staff								
Staff type 1		-	-	-	-	-	-	-
Staff type 2		-	-	-	-	-	-	-
Staff type 3		-	-	-	-	-	-	-
Staff type 4		-	-	-	-	-	-	-
Staff type 5		-	-	-	-	-	-	-
Staff type 6		-	-	-	-	-	-	-
Staff type 7		-	-	-	-	-	-	-
Staff type 8		-	-	-	-	-	-	-
Staff type 9		-	-	-	-	-	-	-
Staff type 10		-	-	-	-	-	-	-
Staff type 11		-	-	-	-	-	-	-
Staff type 12		-	-	-	-	-	-	-
Staff type 13		-	-	-	-	-	-	-
Staff type 14		-	-	-	-	-	-	-
Staff type 15		-	-	-	-	-	-	-
Staff type 16		-	-	-	-	-	-	-
Staff type 17		-	-	-	-	-	-	-
Staff type 18		-	-	-	-	-	-	-
Staff type 19		-	-	-	-	-	-	-
Staff type 20		-	-	-	-	-	-	-
Total Staff		-	-	-	-	-	-	-
Grand Total Head Count		-	-	-	-	-	-	-
Annual Head Count	Year 1	Year 2	Year 3	Year 4	Year 5			
	-	-	-	-	-			

Enter the expected percentage increase in salaries for each year of the plan, and the monthly figures will automatically be adjusted each year. Th

	Year 2	Year 3	Year 4	Year 5
Salary Inflation	0.0%	0.0%	0.0%	0.0%

Monthly Salary Calculation	Annual Salary (\$000s)	Jan-04	Feb-04	Mar-04	Apr-04	May-04	Jun-04	Jul-04
		Executive						
President	\$ -	-	-	-	-	-	-	-
CFO	\$ -	-	-	-	-	-	-	-
COO	\$ -	-	-	-	-	-	-	-
CIO	\$ -	-	-	-	-	-	-	-
Vice President Marketing	\$ -	-	-	-	-	-	-	-
Vice President Operations	\$ -	-	-	-	-	-	-	-
Vice President Human Resources	\$ -	-	-	-	-	-	-	-
Other	\$ -	-	-	-	-	-	-	-
Other	\$ -	-	-	-	-	-	-	-
Other	\$ -	-	-	-	-	-	-	-
Other	\$ -	-	-	-	-	-	-	-
Total Executive		-	-	-	-	-	-	-

Staff		Jan-04	Feb-04	Mar-04	Apr-04	May-04	Jun-04	Jul-04
Staff type 1	\$ -	-	-	-	-	-	-	-
Staff type 2	\$ -	-	-	-	-	-	-	-
Staff type 3	\$ -	-	-	-	-	-	-	-
Staff type 4	\$ -	-	-	-	-	-	-	-
Staff type 5	\$ -	-	-	-	-	-	-	-
Staff type 6	\$ -	-	-	-	-	-	-	-
Staff type 7	\$ -	-	-	-	-	-	-	-
Staff type 8	\$ -	-	-	-	-	-	-	-
Staff type 9	\$ -	-	-	-	-	-	-	-
Staff type 10	\$ -	-	-	-	-	-	-	-
Staff type 11	\$ -	-	-	-	-	-	-	-
Staff type 12	\$ -	-	-	-	-	-	-	-
Staff type 13	\$ -	-	-	-	-	-	-	-
Staff type 14	\$ -	-	-	-	-	-	-	-
Staff type 15	\$ -	-	-	-	-	-	-	-
Staff type 16	\$ -	-	-	-	-	-	-	-
Staff type 17	\$ -	-	-	-	-	-	-	-
Staff type 18	\$ -	-	-	-	-	-	-	-
Staff type 19	\$ -	-	-	-	-	-	-	-
Staff type 20	\$ -	-	-	-	-	-	-	-
Total Staff		-	-	-	-	-	-	-

Grand Total Salaries	-	-	-	-	-	-	-	-
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Other Compensation	% of Sales	Jan-04	Feb-04	Mar-04	Apr-04	May-04	Jun-04	Jul-04
		Commission	0%	-	-	-	-	-

Bonus	% of Salary	Jan-04	Feb-04	Mar-04	Apr-04	May-04	Jun-04	Jul-04
		0%	-	-	-	-	-	-

Total Salaries and Compensation	-	-	-	-	-	-	-	-
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Depreciation Worksheet

What to do:

For existing assets listed in the Balance sheet opening balances above, input the number of months of depreciation left in the yellow boxes in col. For each additional asset not listed above, input the depreciation period, the cost of the asset, and the first month in service of the asset. Note the in service is a number from 1-60 because the worksheet covers a five-year, 60-month plan.

Where the data go:

The Monthly Income Statement worksheet picks up the "Total Depreciation" figures for each month of the plan; the Balance Sheet picks up the sa Accumulated Depreciation line.

The Balance Sheet picks up the purchase of each Asset on either the Equipment or Furniture and Fixtures line beginning with the month in which The Statement of Cash Flow is affected indirectly by showing the cash affect of placing a new asset in service in the month in which it occurs.

	Depreciation Period (Years)	Asset Cost	Annual Depreciation	Monthly Depreciation	Months left to depreciate (Existing only)	First Month in Service	Year 1	
							Jan-04	Feb-04
							1	2
Existing equipment	N/A	-	N/A	N/A	-	N/A	-	-
Existing Furniture & Fixtures	N/A	-	N/A	N/A	-	N/A	-	-
Existing construction in process	N/A	-	N/A	N/A	-	N/A	-	-
Equipment								
Asset #1	-	-	-	-	-	-	-	-
Asset #2	-	-	-	-	-	-	-	-
Asset #3	-	-	-	-	-	-	-	-
Asset #4	-	-	-	-	-	-	-	-
Asset #5	-	-	-	-	-	-	-	-
Asset #6	-	-	-	-	-	-	-	-
Furniture and Fixtures								
Asset #7	-	-	-	-	-	-	-	-
Asset #8	-	-	-	-	-	-	-	-
Asset #9	-	-	-	-	-	-	-	-
Asset #10	-	-	-	-	-	-	-	-
Asset #11	-	-	-	-	-	-	-	-
Asset #12	-	-	-	-	-	-	-	-
Asset #13	-	-	-	-	-	-	-	-
Total Depreciation		-	-	-			-	-

Optional: ROI Calculation

Use this section to provide the Internal Rate of Return an investor can expect to earn by funding the business.

What to do:

Input the amount of the investment, the percent of shares obtained by the investment, and an assumption for the earnings multiple at which the bu

Note: The Investment must be entered as a negative number because it is a cash outflow from the investor's standpoint.

		Investment	year 1 Div	year 2 Div	year 3 Div	year 4 Div	year 5 Div	Proceeds from sale
% Of Co.	→	0 0%	-	-	-	-	-	-
IRR		10% #NUM!						-