

# Business Plan Snapshot

Business Name:

Form of Ownership:

**Mission Statement:** *Keep this simple, it should incorporate your general idea and direction of the business.*

**Objective:** *General way you plan to carry out your mission.*

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**Short Term Goals:** *Can be achieved in 12 months or less*

1.

Action Plan: *How you will accomplish the above goal*

2.

Action Plan: *How you will accomplish the above goal.*

**Long Term Goal:** *Can be achieved 12+ months.*

Action Plan: *How you will accomplish the above goal.*

# General Financial Information

<b>Income and Expenses</b>
Year: _____
<b>Income:</b>
-
-
-
-
-
<b>Total Income:</b>
<b>Expenses:</b>
-
-
-
-
-
-
-
-
-
-
-
-
-
-
<b>Total Expenses:</b>

<b>Balance Sheet (Assets and Liabilities)</b>
Month/Year: _____
<b>Assets:</b>
Cash:
Accounts Receivable:
Investments:
Land and Improvements:
Equipment:
Vehicles:
Buildings:
<b>Total Assets:</b>
<b>Liabilities:</b>
Accounts Payable:
-
-
-
Taxes:
Payroll/wages:
<b>Total Liabilities:</b>