

Coffee Shop Business Budget

1. Revenue (Income Sources)

Category	Projected Amount	Actual Amount	Variance
Coffee/Drink Sales	\$	\$	\$
Food Sales (Pastries, etc.)	\$	\$	\$
Merchandise	\$	\$	\$
Other Income	\$	\$	\$
Total Revenue	\$	\$	\$

2. Fixed Expenses

Category	Projected Amount	Actual Amount	Variance
Rent/Mortgage	\$	\$	\$
Utilities	\$	\$	\$
Salaries	\$	\$	\$
Insurance	\$	\$	\$
Licenses	\$	\$	\$
Total Fixed Expenses	\$	\$	\$

3. Variable Expenses

Category	Projected Amount	Actual Amount	Variance
Coffee Beans/Ingredients	\$	\$	\$
Disposable Cups/Packaging	\$	\$	\$
Marketing	\$	\$	\$
Miscellaneous	\$	\$	\$
Total Variable Expenses	\$	\$	\$