

Simple Cash Flow Planning Template

Business Name:

Enter business name

Period:

e.g., Jan 2024

Cash Inflows

Description	Amount
e.g., Sales Revenue	
e.g., Loans Received	
e.g., Other Income	
Total Inflows	

Cash Outflows

Description	Amount
e.g., Rent	
e.g., Salaries	
e.g., Utilities	
e.g., Supplies	
e.g., Other Outflows	
Total Outflows	

Summary

Net Cash Flow (Inflows - Outflows)	
Opening Balance	
Closing Balance	