

## ***Costs of Starting and Running a Business***

There are many costs involved to start a business as well as to keep it running. Following are two worksheets to help assess these costs. The first one covers potential start-up costs and the second one covers operating costs. Every business is different and therefore different costs apply, but these should act as a good starting point.

<b>Potential Start-up Costs</b>		
	<b>Have Already</b>	<b>Need to Buy</b>
	\$\$\$\$\$	\$\$\$\$\$
Equipment or Machinery		
Inventory		
Other Costs ( Office Equipment, Vehicles, etc.)		
Legal Fees / Permits		
Renovations		
<b>Total Costs</b>		

<b>Potential Operating Costs</b>	<b>Have Already</b>	<b>Need to Buy</b>
Advertising		
Automobile ( Loan, Repairs, Insurance, Gas )		
Bank Charges ( Account or Credit Card Fees )		
Payroll & Other Benefits( CPP, EI, WCB, MSP )		
Freight		
Insurance ( Fire, Liability, Disability )		
Legal Fees		
Licenses, Permits & Municipal Taxes		
Office Supplies		
Lease Payments for your Location		
Repairs & Maintenance ( Location and/or Equipment )		
Loan Payments - Equipment		
Salaries		
Utilities ( Cable, Telephone, Hydro, Internet )		
Accounts Payable		
Loans or Mortgages Payable		
Income Tax Payable		
Shop Supplies		
Tooling		
<b>Total Operating Costs</b>		

**For More Information:**

**Internet:** <http://strategis.ic.gc.ca/SSG/mi02602e.html>