



## **Business Plan Work-Sheet**

## Business Plan Worksheet.

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List your reasons for starting a business?

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Can you survive working long hours even without pay?

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Have you experience in a similar business?

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Have you ever supervised workers?

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Have you studied business in school, college, etc.,

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Describe your business in one short sentence.

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Who will be your best customers?

Age \_\_\_\_\_

Income \_\_\_\_\_

Location \_\_\_\_\_

Is there a wide market for your product, service?

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How will you reach your market?

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How will you get your services to your market?

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## Business Plan Work-Sheet

What makes your product or service unique from the others?

Pricing \_\_\_\_\_  
Quality \_\_\_\_\_  
Speed \_\_\_\_\_  
Look \_\_\_\_\_  
Performance \_\_\_\_\_

Is there a need for another business like yours or is the market already filled with similar enterprises?

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How will you advertise?

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What methods will you use to attract customers?

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How will you price your product?

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Do you have a way to track your sales?

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Who will sell or market your product, service? You, or salesperson?

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Have you had any experience selling a product or service?

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Do you like selling?

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How much money will you invest in your business?

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How much money do you need to start your business?

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Will you be able to get credit from suppliers?

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## Business Plan Work-Sheet

How much money do you expect to make from your business?

Weekly \_\_\_\_\_

Monthly \_\_\_\_\_

Yearly \_\_\_\_\_

Will you have a business partner?

\_\_\_\_\_

If you will have a business partner, will they supply money, skills, experience?

\_\_\_\_\_

Have you consulted a lawyer about your biz plans?

\_\_\_\_\_

What's the economic forecast for similar business ventures in your community?

\_\_\_\_\_

Will you need to hire help?

\_\_\_\_\_

Where will you find qualified workers?

\_\_\_\_\_

How much will you have to pay workers?

\_\_\_\_\_

Who will train your workers?

\_\_\_\_\_

Will you accept credit cards, checks, money orders, cash?

\_\_\_\_\_

Would you really be happy working for yourself?

\_\_\_\_\_

Will your family support your business venture all the way?

\_\_\_\_\_

Have you studied business, read extensively, or gathered extensive information in that field?

*Here's one sources packed with free information.*

Small Business Administration.  
<http://www.sba.gov>

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