CASH FLOW TEMPLATE

13-week cash flow forecast

Start with today's bank balance, list what you expect to come in and go out each week, and look for the low points. Each week, replace estimates with actuals and roll forward by one week.

Week starting													
	Wk 1	**Wk 2**	**Wk 3**	**Wk 4**	**Wk 5**	**Wk 6**	**Wk 7**	**Wk 8**	**Wk 9**	**Wk 10**	**Wk 11**	**Wk 12**	**Wk 13**
Opening balance													
Cash in													
Customer receipts													
Other cash in													
Total cash in													
Cash out													
Wages and super													
Suppliers													
Rent and overheads													
GST / BAS / PAYG													
Loan repayments													
Owner drawings													
Other													
Total cash out													
Net movement													
Closing balance													

Closing balance = opening balance + total cash in - total cash out. This week's closing balance is next week's opening balance. Prefer the sums done for you? Use the Excel version of this template.