

Company Name:

BUSINESS PLAN

BUSINESS PLAN TEMPLATE

provided by



CONTACT INFORMATION

Name: _____

Business Name: _____

Address: _____

Mobile Phone: _____

Work Phone: _____

Email: _____

Company Website: _____

Company Logo (if applicable)

EXECUTIVE SUMMARY

(write this last to summarize your key points)

Highlights of your business plan:

Expansion plans:

Market opportunities:

Financial trends:

Projections:

Mission statement:

INTRODUCTION

What you do/produce:

How you market:

Size of operation:

Locations (aerial photos or maps can be included in the appendix):

Buildings and structures (include location, purpose, size and features of each):

Equipment (include model, year, serial, condition, ownership, purchase price and market value):

Insurance (List any insurance policies on the farm, crops, health, life, home, liability and auto):

Estate plan/will:

Retirement plans:

Short-term goals:

Long-term goals:

Relevant work history:

If you're starting a new operation, describe how you will start:

Course of action to build upon your operation:

Details of the Capital Request (what will this loan help you achieve):

ORGANIZATION AND MANAGEMENT

How your business is organized (corporation, partnership, sole proprietorship, etc.):

Names, titles, positions of owners, managers, directors, etc.:

Organizational chart or Personnel plan – who facilitates which roles and potential new hires:

Benefits offered, rewards structure, etc.:

Contingency/Exit Plan:

BUSINESS ADVISORS

(provide a name and full contact info for all)

Accountant:

Attorney:

Insurance Agent:

Vet (if needed):

Other (crop/livestock advisor):

PRODUCTION

Products and/or services and their corresponding systems:

Production practices, value-added practices:

Risk management:

Licenses, permits and regulatory requirements (copies can be included in the appendix):

Goals for production growth, expansion, etc.:

MARKETING

Industry description, outlook, trends and projections:

Target market information:

Market share to gain:

Pricing:

Promotions, programs and marketing tools:

Distribution:

Communications/Advertising:

Affiliations/Memberships/Networking:

FINANCES

Income earning potential, plans for growth, expansion, industry trends:

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Historical performance (if any):

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Asset management:

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Benchmarks:

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Capital request:

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BALANCE SHEET

Assets

Current Assets: (others include: Prepaid Expenses & Investment in Growing Crops; Market Livestock; Other Liquid Assets)

Cash	
Accounts Receivable	
Feed, Seed & supplies	
Crops for Resale	
Total Current Assets	

Fixed Assets : (Others include: Retirement Accounts; Real Estate; Other Term Assets)

Equipment	
Vehicles	
Breeding Livestock	
Cooperative Investments (Farm Credit Stock)	
Total Fixed Assets	

Total Assets: (Current Assets + Fixed Assets)

Liabilities

Current Liabilities: (Others include: Loans with Terms less than 1 year; Current portion of Term Liability Principle due within next 12 months)

Accounts Payable	
Accrued Expenses	
Operating loans	
Total Current Liabilities	

Term Liabilities: (Balances should be less than the Principle due in the next 12 months that will be shown as Current Liability)

Loans (term greater than 1 year)	
Capital Leases	
Total Longterm Liabilities	

Total Liabilities: (Current Liabilities + Term Liabilities)

Owner's Equity or Net Worth: (Total Assets - Total Liabilities)

Total Liabilities and Owner Equity: (Must Equal total assets)

INCOME STATEMENT

Farm Receipts: (Milk; Crops; Government Payments; Cooperative Patronage/Dividends; Other Farm Income)

Note:

1. These income figures should be accrual adjusted for changes in accounts receivable, inventory levels and internal breeding livestock growth.

Hay	
Total Farm Receipts	

Farm Expenses: (Labor, Fertilizer; Chemicals; Seeds; Fuel; Custom Hire, Marketing, Supplies, Vet, Breeding & Livestock Replacements; Feed, Miscellaneous, etc.)

Note:

1. These expense figures should be accrual adjusted for changes in accounts payable and accrued expenses.

2. Interest expense and depreciation expense are not included here.

Fertilizer	
Land Rent	
Total Farm Expenses	

Earnings Before Interest, Taxes, Depreciation and Amortization or EBITDA (Farm Receipts - Farm Expenses)

Less Interest Cost (Includes interest paid on all loans)

Plus Net Non-Farm Earnings (This is non-farm income minus non-farm expenses; other business income; W-2 wages from jobs)

Less Depreciation

Less Family Living and Income Taxes (Owner draws; Living Expenses; Income Taxes)

Net Earnings or Net Income (EBITDA less interest cost plus net non-farm income, less depreciation, less family living)	
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APPENDIX

(Additional information or documents to include in your Business Plan.)

Describe the attachments below.