

For Illustration Only
2014 Firm Financial Tracker: Cash Flow and Profit/Lose
Avg Monthly Expenses
YTD 13,000.00 Monthly Nut = Income required to breakeven monthly
Fees Collected based on \$200/hr rate. 1500 hrs/year and 90% Collection realization rate

	Budget 2014	Jan	Feb	March	April	May	June	YTD Actual Total	YTD Budget	YTD Variance
Beginning Check Register		2,500.00	1,598.00	7,071.00	15,941.00	15,414.00	19,477.00			
Cash Inflows (Income):										
Fees collected - Atty 1	270,000.00	13,000.00	18,000.00	21,000.00	16,500.00	14,000.00	13,000.00	95,500.00	135,000.00	
Fees Collected - Atty 2		0.00								
Total Revenue (1500 hrs * \$200/hr) * 90% collection realization rate	270,000.00	13,000.00	18,000.00	21,000.00	16,500.00	14,000.00	13,000.00	95,500.00	135,000.00	35.4%
Disbursements billed & collected-CAC Expenses	1,200.00	100.00	50.00	100.00	0.00	200.00	0.00	450.00		
Total Fees and Expenses	271,200.00	13,100.00	18,050.00	21,100.00	16,500.00	14,200.00	13,000.00	# 95,950.00		
Total Cash Inflows (Revenue.Other Fees)	271,200.00	15,600.00	19,648.00	28,171.00	32,441.00	29,614.00	32,477.00			
Cash Outflows (Expenses):										
Bank Service Charges:	384.00	32.00	32.00	58.00	32.00	32.00	32.00	218.00	192.00	88.1%
Client Advanced Costs	3,500.00	0.00	200.00		250.00	0.00	175.00	625.00	1,750.00	280.0%
Computer Hardware	3,500.00	2,100.00	410.00	0.00	0.00	0.00	0.00	2,510.00	1,750.00	69.7%
Computer Software & Cloud Subscriptions	1,980.00	145.00	145.00	145.00	160.00	160.00	160.00	915.00	990.00	108.2%
Continuing education (CLE) and License fees	560.00	0.00	55.00	0.00	125.00	0.00	0.00	180.00	280.00	155.6%
Credit Card Fees	550.00	80.00	65.00	42.00	45.00	60.00	32.00	324.00	275.00	84.9%
Dues.Subscriptions	750.00	275.00	0.00	0.00	250.00	0.00	200.00	725.00	375.00	51.7%
Employee Benefits. Insurance								0.00	0.00	
Taxes Paid (City/State/Fed)	8,500.00	420.00	0.00	0.00	2,250.00	0.00	0.00	2,670.00	4,250.00	159.2%
Interest Charges	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Internet Service	900.00	75.00	75.00	75.00	75.00	75.00	75.00	450.00	450.00	100.0%
Marketing.Website.Internet Ads	9,000.00	450.00	450.00	775.00	2,400.00	850.00	1,600.00	6,525.00	4,500.00	69.0%
Meal & Entertainment	3,200.00	55.00	65.00	125.00	755.00	65.00	350.00	1,415.00	1,600.00	113.1%
Miscellaneous	500.00	0.00	0.00	75.00	0.00	0.00	0.00	75.00	250.00	333.3%
Office Supplies	1,800.00	75.00	100.00	55.00	225.00	0.00	65.00	520.00	900.00	173.1%

	Budget 2014	Jan	Feb	March	April	May	June	YTD Actual Total	YTD Budget	YTD Variance
Payroll - YOUR SALARY	75,000.00	6,250.00	6,250.00	6,250.00	6,250.00	6,250.00	6,250.00	37,500.00	37,500.00	100.0%
Payroll Taxes	9,000.00	750.00	750.00	750.00	750.00	750.00	750.00	4,500.00	4,500.00	100.0%
401K - 6%	4,500.00	375.00	375.00	375.00	375.00	375.00	375.00	2,250.00	2,250.00	100.0%
Insurance										
Life and Disability Insurance	2,500.00	500.00	35.00	35.00	500.00	35.00	35.00	1,140.00	1,250.00	109.6%
Malpractice	3,800.00	0.00	0.00	0.00	0.00	0.00	3,500.00	3,500.00	1,900.00	54.3%
Property.Casualty Insurance	850.00	70.00	70.00	70.00	70.00	70.00	70.00	420.00	425.00	101.2%
Professional Services										
Accounting.Bookkeeping	5,200.00	1,200.00	300.00	300.00	1,200.00	300.00	300.00	3,600.00	2,600.00	72.2%
Consulting/Business/ Outsource Services	2,800.00	200.00	250.00	150.00	350.00	150.00	225.00	1,325.00	1,400.00	105.7%
Answering services	3,000.00	250.00	250.00	250.00	265.00	265.00	250.00	1,530.00	1,500.00	98.0%
Rent	7,200.00	600.00	600.00	600.00	600.00	600.00	600.00	3,600.00	3,600.00	100.0%
Telephone Services										
e-fax Service	200.00	15.00	15.00	15.00	15.00	15.00	15.00	90.00	100.00	111.1%
Cell phone.Mobile Devices	1,020.00	85.00	85.00	85.00	85.00	85.00	85.00	510.00	510.00	100.0%
Office Phone	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
Subtotal - Expenses	150,194.00	14,002.00	10,577.00	10,230.00	17,027.00	10,137.00	15,144.00	77,117.00	75,097.00	97.4%
Other Cash Outflows:										
Loan Principal								0.00		
Draw			2,000.00	2,000.00		0.00		4,000.00		
Subtotal		0.00	2,000.00	2,000.00	0.00	0.00	0.00	4,000.00		
Total Cash Outflows (Expenses)		14,002.00	12,577.00	12,230.00	17,027.00	10,137.00	15,144.00	81,117.00		
Ending Cash Balance		1,598.00	7,071.00	15,941.00	15,414.00	19,477.00	17,333.00			
Profit Lose		(\$902.00)	\$5,473.00	\$8,870.00	(\$527.00)	\$4,063.00	(\$2,144.00)	\$14,833.00		
Accounts Receivable		\$13,100.00	\$15,100.00	\$19,500.00	\$16,000.00	\$18,000.00	\$15,400.00			

Avg Monthly Expenses YTD 12,852.83 Monthly Nut

Accompanying article regarding Firm
Financial Checkup

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