

## Cost of Operations Worksheet

	Annual	Monthly	Per km (or per hr)
FIXED COSTS	\$	\$	\$
<b>Overheads</b>			
Interest paid (vehicle & mortgage)			
Accounting fees			
Audit fees			
Bank fees & charges			
Bad debts & debt collection costs			
Rent			
Building repairs/maintenance			
Cleaning			
Electricity			
Printing & stationery			
Postage			
Telephone/fax/modem			
Data processing			
Insurance - general			
Insurance - public liability			
Insurance - sickness and accident			
Employee benefits and amenities			
Uniforms			
Wages			
Superannuation			
Donations			
Other expenses			
<b>Total overhead cost</b>			
<b>Finance costs</b>			
Loan repayments			
<b>Total finance costs</b>			
<b>Depreciation</b>			
Cost of item	\$		
Estimated sale price	- \$		
Equals total depreciation	= \$		
Divide by number of years	÷ yrs		
<b>Equals annual depreciation</b>			
<b>Fixed vehicle costs</b>			
Insurance			
Vehicle registration			
Licences and permits			
Security			
<b>Total fixed vehicle costs</b>			
<b>TOTAL FIXED COSTS</b> (= overheads + finance costs + depreciation + fixed vehicle costs)			
<b>VARIABLE COSTS</b>			
Fuel (less rebate)			
Oil			
Tyres			

Repairs			
Service			
Loading equipment			
Hire/equipment			
Truck wash			
Loading/unloading charges			
Administration fees			
Accommodation and meals			
Other variable costs			
<b>TOTAL VARIABLE COSTS</b>			
<b>TOTAL COSTS</b> (total fixed costs + total variable costs)			
<b>TOTAL KILOMETRES / HOURS RUN</b>	<b>100000</b>	<b>8333.33</b>	

Rate per kilometre			
Less total costs per kilometre			
Equals how much you'll clear per kilometre			
Multiplied by total kilometres run per year			10000
Gives annual personal income			

Rate per hour			
Less total costs per hour			
Equals how much you'll clear per hour			
Multiplied by total hours run per year			10000
Gives annual personal income			

	Annual	Monthly	Per km (or per hr)
Personal Income			
Total Cost (from spreadsheet)			
Equals total cost of operations (or gross income required)			