



# PROPOSAL KIT SAMPLE

## SAMPLE ESTIMATE PACK DOCUMENT

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Estimate Pack is a set of pre-designed spreadsheets for estimating a variety of projects. The collection as a whole will meet many of your needs.

The spreadsheets are designed to facilitate fast and easy calculations for project estimates. These estimates can then be fine-tuned over time to become more and more accurate.



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Projected Versus Actual Budget Calculator		
<<Company>> <<Date>>	Budget YTD Report	
Budget Year	<<CurrentYear>>	
	January - Target	January - Actual
<b>INCOME</b>		
Services: Web & Graphic Design	\$36,000.00	\$34,758.00
Services: Programming & Deveopment	\$24,000.00	\$13,456.00
Services: Consulting & Other	\$5,000.00	\$0.00
Product Sales	\$1,500.00	\$0.00
Web Hosting	\$1,500.00	\$1,500.00
Affiliate & Commissions	\$500.00	\$456.00
Reoccurring Revenue	\$500.00	\$333.00
Other	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$69,000.00</b>	<b>\$50,503.00</b>
<b>EXPENSES</b>		
Rent: Offices	\$1,490.00	\$1,490.00
Office Expenses & Utilities	\$160.00	\$156.77
Telecommunications costs	\$160.00	\$156.70
Payroll & Labor Costs	\$28,000.00	\$26,547.94
Contract Labor	\$0.00	\$0.00
Payroll taxes & liabilities	\$4,600.00	
Employee Benefits	\$150.00	
Business Taxes	\$1,200.00	
Webhosting Fees	\$1,300.00	\$1,276.94
Online Software & Tools (memberships)	\$250.00	
Software Licenses (purchased)	\$600.00	
Equipment Purchases	\$1,200.00	
Professional memberships & fees	\$200.00	\$200.00
Advertising & Printing	\$150.00	\$0.00
Misc. Expenses	\$100.00	\$3.00
Office Supplies	\$100.00	\$105.00
Cost of Goods & Services Expense	\$0.00	\$0.00
<b>TOTALS</b>	<b>\$39,660.00</b>	<b>\$29,936.35</b>
	<b>Budget -vs- Actual</b>	<b>\$8,773.35</b>

This estimate document is only included in the [Proposal Kit Professional](#) product.

This sample has been truncated to only show the first part. The complete editable version of this document is included in the Proposal Kit Professional product found at:

[ProposalKit.com/htm/proposal-software-products.htm](http://ProposalKit.com/htm/proposal-software-products.htm)

