

BUSINESS PLAN TEMPLATE

	Content	Examples
I. Summary	<ul style="list-style-type: none">• Background	
	<ul style="list-style-type: none">• Who we are	
	<ul style="list-style-type: none">• Our skills and experience	



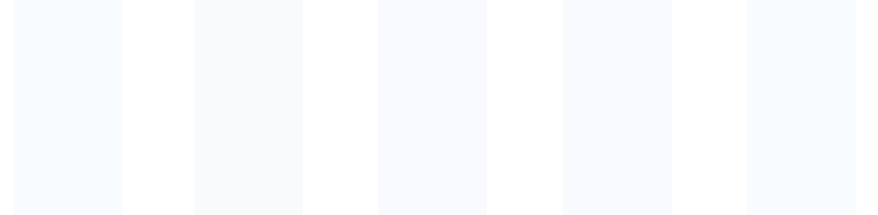
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Steps	Content	Examples
	<ul style="list-style-type: none">• Why we do it	
	<ul style="list-style-type: none">• How we do it	
	<ul style="list-style-type: none">• What we want to achieve	

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	Content	Examples
II. What affects the people in this business	<ul style="list-style-type: none">• Our Mission	
	<ul style="list-style-type: none">• Our Vision	
	<ul style="list-style-type: none">• Our Key goals for this business year	

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Steps	Content	Examples
	<ul style="list-style-type: none">• Our community commitment	
	<ul style="list-style-type: none">• Our Culture and values	
	<ul style="list-style-type: none">• Our Organisation structure	

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Steps	Content	Examples
	<ul style="list-style-type: none">• Our Roles and responsibilities	
III. Our plan to achieve success	<ul style="list-style-type: none">• Marketing strategy	
	<ul style="list-style-type: none">• Financial plan	

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Steps	Content	Examples
	<ul style="list-style-type: none">Operational Plan	
	<ul style="list-style-type: none">Resources management	
	<ul style="list-style-type: none">Administration and process management	

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Steps	Content	Examples
	<ul style="list-style-type: none"> • Risk analysis SWOT may be relevant 	
IV. Plan B	<ul style="list-style-type: none"> • Strategic options 	
	<ul style="list-style-type: none"> • Operational pivot and adapt 	

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Steps	Content	Examples
	<ul style="list-style-type: none"> • Financial funding and deferment 	
V. Support Services	<ul style="list-style-type: none"> • Legal and insurance services 	
	<ul style="list-style-type: none"> • Accounting and tax services 	

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Steps	Content	Examples
	<ul style="list-style-type: none"> • Business Consulting 	
VI. Financial performance	<ul style="list-style-type: none"> • Forecast and budget for the next 12 months 	
	<ul style="list-style-type: none"> • Past performance P&L's 	

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Steps	Content	Examples
	<ul style="list-style-type: none">• ATO current situation	
	<ul style="list-style-type: none">• Previous company annual report	