

FINANCIAL FORECAST OUTLINE

Why we developed this service.

Cashflow planning is critical to the survival and growth of any business, without setting targets for the year you will be flying blind. We find our most successful clients have targets that they set each year and monitor results against on a regular basis. Malloch McClean wants to work with you to help you set, monitor and manage financial targets to improve business performance. A cashflow forecast will show you a month by month breakdown of all your income and expenses for a minimum 12 month future period and financial targets for each month. These targets will enable you to regularly measure actual results against budget. By doing this you will be able to respond to any change in your business, and have control over your cashflow.

Who should use this service?

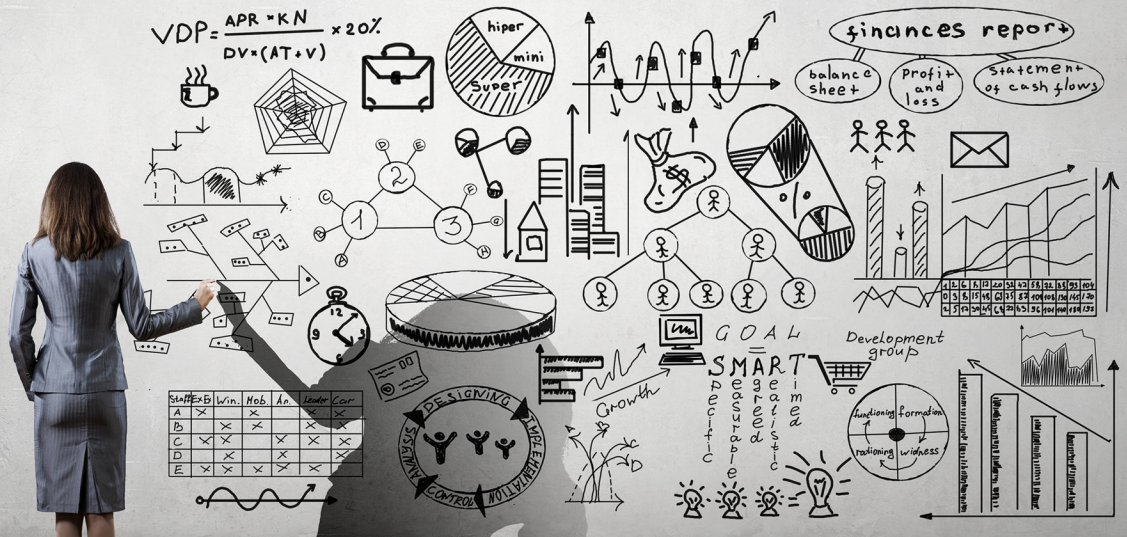
If you don't have any current Financial Forecasting in place, then we recommend this service for you.

What is involved?

We will develop a Financial Forecast proposal unique to your situation, based on discussions with you around target setting and the objectives you want to achieve. On acceptance of the proposal we will ask you to complete a questionnaire and submit it with your last year's financial records (if we don't already have them).. From this we will develop your Financial Forecast. Once completed, we will arrange a meeting to review the draft version with you and to discuss any points of concern. Once finalised, you will receive a copy of your Financial Forecast that can be uploaded into your own accounting system and used for finance applications.

When should I use this service?

An ideal time to have a Financial Forecast prepared is prior to commencing a new financial year. However, it can be done at any point during the year and we recommend that you put one in place as soon as possible to gain control of your cashflow. You may also be required to provide one for finance applications to banks or for lease agreements.





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Benefits of a Financial Forecast

- Allows you to monitor and maintain your cashflow on a monthly basis
- Helps you to understand your business better
- Provides peace of mind as it gives you control over your cashflow
- Monitors and assists with your bank lending requirements and lease agreements
- Alerts you to potential creditor hassles
- Forewarns you of potential cashflow issues or benefits
- Will help you identify inconsistencies in trading
- Distinguishes between your monthly and annual business operation trends
- Reduces any unexpected cashflow surprises that you may experience throughout the year
- Is a timely method of monitoring and evaluating your performance
- A key method for you to set goals and targets
- Clarifies how much revenue you really need to achieve the profits expected
- Identifies how much you need to set aside for tax
- Helps you avoid facing costs associated with non-payment/late payment, ie. penalties, interest and potentially sour supplier relationships
- Enables you to have up to date accountability for goal achievement
- It will help support the development of your business strategies
- Provides continued direction and motivation for your Team
- Determines the future direction of your business and helps realise potential
- Helps you understand the key drivers of your business

Are you ready to take the next step or would you like to know more?

Business name _____

Contact person _____

Email address _____

Phone numbers _____

- I would like to discuss this service further to gain a better understanding of what this involves
- I would like someone to contact me about other Business Development services that Malloch McClean offers
- I wish to engage Malloch McClean to provide a "Financial Forecast"

Please scan and email this side of the form to events@mmca.co.nz or fax to **03 214 4166**

You are welcome to drop this off at **101 Don Street, Invercargill** or **Post to PO Box 1402 Invercargill 9840.**



Call us on **03 214 4166** to discuss the preparation of your Financial Forecast.

MALLOCH McCLEAN
Chartered Accountants & Business Advisors