Sample Kitchen Table Financial Summit form- account totals. AKA: How much you have.

Accounts

Note: For the purposes of the exercise, I'm using an example that is fairly "close to the bone." If you aren't living close to the bone, hurray! However, many small business owners do live pretty darn close to the bone. The Money Meeting can be a big step on your path away from the edge.

Business

Checking:	$1256.73
Out: (checks not yet paid)	$568.54
Savings:	$1140.00
Quarterly Tax account:	$2945.62

Total available: $688.19

Charges in process: $800.00 (in account by Friday)
$800 - $120 (15% tax) - $80 (10% biz savings) - $40 (5% personal savings)
= $560 net spendable income in business checking.

Client fees due by the 1st: $2500.00 - 15% - 10% - 5% = $1750 net income

Potential:
Three clients in pipeline- $0-$4500 = $0 to $3150 spendable
Class enrollment- $0 - $2000 = $0 to $1400 spendable

Note: I always subtract out tax money, business savings, and personal savings before I distribute money for bills. That's called "paying myself first." If you want a more in-depth treatment of this subject, you can get it from the Heart of Money Transformational Journey™ workbook excerpt available free when you use my tell-a-friend page.

Click here: http://www.heartofbusiness.com/tellfriends.htm

Personal

Checking	$515.62
Out:	$356.78
Savings:	$742.89

Total available: $158.84

Sample Kitchen Table Financial Summit form- Bills due. AKA: What you owe.

Bill	Due by		Amount
Pacific Power (electric)	May 4		88.11
~~T-Mobile~~	~~April 6~~	~~pd 4/1 chk #1256~~	~~55.68~~
~~Water Dept~~	~~April 22~~	~~pd 4/15 chk #1258~~	~~185.21~~
~~NE Natural (gas co.)~~	~~April 18~~	~~pd 4/15 chk #1259~~	~~97.00~~
~~Credit card #1~~	~~April 20~~	~~pd 4/15 $150 chk #1260~~	~~15.00 min~~
~~Credit card #2~~	~~April 23~~	~~pd 4/15 chk #1261~~	~~11.00 min~~
~~Auto insurance~~	~~April 12~~	~~pd 4/8 chk #1257~~	~~63.45~~
Phone	April 24		151.02
~~House insurance~~	~~April 20~~		~~83.58~~
Health Insurance	May 1		360.80
Mortgage	May 1		1280.63
Bookkeeper	May 1		60.00
Sun Magazine sub	May 1		19.00

Note: Credit card #1- much more than the minimum paid, but card #2 only the minimum. Plan in effect to knock cards down, one at a time, highest interest first.

Automatic charges		
~~Internet host~~	~~3rd~~	~~16.95~~
~~merchant account~~	~~3rd~~	~~34.95~~
~~Shopping cart~~	~~3rd~~	~~49.00~~
~~ISP~~	~~10th~~	~~19.95~~
~~DSL~~	~~10th~~	~~21.95~~
Conference service	28th	110.00
Autoresponder	31st	19.95

Need to purchase		
Office supplies	now	75.00

Total to pay now: $2164.51
Total available: $1407.03 (including charges in process).
Needed: $757.48

Emotions:
Anger (Why can we never get ahead!), shame (I've been in business for four years and I still can't cover my bills!), sadness/despair (I feel hopeless about this ever changing.) When you sit in your heart with the Remembrance, or similar practice, what does your heart show you? (Ahhh... progress is being made. Even though it feels similar, we're actually far ahead of what the finances looked like last year at this time.)

Possible plans:
Are there bills that can float and be paid after the first when $2500 from clients will come in? There is almost enough in the savings account to cover it, but can we be disciplined enough to pay the savings account back from money coming in (if possible)?

Practical actions:
Write checks for bills that are due, but can't yet be paid. Put them in the envelope, with a post-it with the amount due and when it's due. Put in a safe place to be mailed as soon as the money is there to cover it.