
Cashflow template

This ThinkBusiness.ie Cashflow Template is a detailed resource for businesses that explains how you can project your business's cashflow on a month-by-month basis. It is a critical document that gives you the opportunity to properly track your business's affairs.

The template is comprehensive and automated, allowing you to input your business name, along with a number of key cashflow details. These include all your cash in (receipts, cash sales, directors' loans, equity investments and grants). It should also include your cash out, to give a full picture of cash movements.

Once the details have been inputted, you will automatically see your net cash inflow and outflow, along with a cash balance. There is also a section in which you can enter notes to explain figures and assumptions.

All instructions in brackets and italics – *[like this]* – are intended to assist you in completing the template. For further information, please see the accompanying [ThinkBusiness.ie guide to cashflow](#).