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Write a business plan. That's definitely not the most exciting part of starting a business. In fact, if you're like a lot of entrepreneurs, you'll get one done by pulling some all-night before heading to the first pitch to raise money. Because your business plan is pretty important. A funder who values his or her salt wants to see it right outside the bat. However, a solid business plan is a living document that continues to guide efforts as the business grows. Recently I shared 18 mistakes that kill startups, infographics created by Founder and Founder Mark Vital. Many of those mistakes (in fact, most of them) are the result of poor planning. Bad places, marginal niches, don't keep certain users in mind and raise too much or too little money – all of these problems can be prevented or mitigated with at least a good plan. Creating your business plan is not just about writing down your ideas on paper for potential funders to see. It's an exploratory process that allows you to evaluate your choices, test assumptions about ideas, and discover new opportunities. It may lead you to kill your business side before investing too much time or money. That doesn't mean you have to cut off Word and plan from the start. The template is great - probably not doing what has not been done before, so it will provide a proven structure for your plan. You can customize almost everything on it. Check out these comprehensive business plan templates that you can download for free to get started: Score is an American non-profit organization dedicated to helping entrepreneurs get their companies off the ground. The templates available as PDF or Word downloads are versatile enough to ask 150 questions and customize for most types of businesses. Narrowing down the planning resources that come with it is especially useful if this is the first crack in writing a business plan. SBA templates can be filled out online and then downloaded as PDFs. You can go back and edit as needed, so don't worry about preparing everything when you first sit down and work on it. Even if it's divided into sections, it's a long document and it's a bit slow to get over it, but it's a good business plan that looks professional. This is especially useful if you know that the idea is not fully fleshed out and you have homework. Who said the business plan must be a long and complex document? The best-selling book website of the same name, the .100 Startup, has tons of strip-down resources for entrepreneurs including this super-simplified business plan template. This says you need to answer some simple questions and it will be done before you know it! What is your business plan? And a lot of homework, but if you've already done it. LawDepot template is a decent choice. Start, marketing, product, competitive analysis, SWOT, and more work, and display a window below the input fields to view the plan. You can download it for free with a trial subscription, but if you don't plan to continue using it, you'll need to cancel it within a week. The Small Business Toolkit, jointly provided by IFC and IBM, provides a brief two-page overview of what should be included in the business plan to meet the minimum requirements of funders and tax authorities in the United States. It contains 10 broad sections, including market analysis, management, and organization, each of which is described in one paragraph. The second download on the same page is an Excel file that is useful for financial forecasting. Of course, Microsoft offers many business plan templates for Office users (birthday invitations can be retrieved at that time). If you want to give a business plan presentation rather than a Word document, you can download one of more than half a dozen Microsoft Office PowerPoint templates for that purpose. If you want to customize your company's branding (branding down), it's easier than starting with a blank PPT. Global financial services company vFinance offers a basic 30 page business plan template to download from the website. No, it's not completely unique, but vFinance knows what it's doing and the template is pretty comprehensive. vFinance is the creator of a large venture capital directory and has coordinated plans to appeal to funders. If that's your goal, definitely check this out. UK online billing software brand Invoiceberry offers free business plan templates in .docx, .odt, .xlsx, and .pptx formats. Each template also includes a marketing plan and an executive summary template. But before downloading templates on Facebook, giving +1 on Google+, or giving email addresses, the company is asking you to perform one of the following three actions: If you don't mind it, it's a good deal. Kudos! Santa Clara U's MOBI is the center's initiative for entrepreneurship and innovation at the Leaby School of Business to come up with this effective leadgen tactic too. You can combine them into a single document. There are many other resources to help you with, such as guidelines for evaluating candidate sites, a list of key people to review your plan, and a sample financial sheet. Like others, you can fill out the RocketLawyer form and download your business plan when you're done, but you can select a state before you start with the template. These plans have been adjusted to meet your state's financing requirements. It's a big bonus for those who want money through a bank. It's also a good choice if you're focusing on funding and that's a priority. Editorial Disclosure: Co., Ltd. writes about products and services in other articles. These articles are editorially independent, and editors and reporters research and write about these products without being influenced by the marketing or sales departments. In other words, no one is trying to tell our reporters or editors what to write or include specific positive or negative information about these products or services in the article. The content of the article is entirely at the discretion of the reporter and editor. However, the article may contain links to these products and services. If you click on these links and purchase these products or services, Inc. may be compensated. This e-commerce-based advertising model, like all other ads on article pages, has no impact on our editorial coverage. Reporters and editors don't add or manage these links. This advertising model supports independent journalism found on this site as well as others seen in Inc. Having a business plan is essential whether you're starting a single free-lancing business or starting a multi-million dollar company. However, if you are a personal owner or a single company and want to start a business with a simple product or service, you don't need a 50-page business plan. A shorter plan is enough. Get started quickly and easily with a one-page business plan template. If your business is a partnership or requires more than one employee, you may need a more robust business plan. Similarly, if you need debt or equity financing and want to impress financial institutions and potential investors, a one-page plan is not enough. Lenders and investors should provide more detailed information on the following plans: your relevant industry background, business, business experience, a more thorough description of the target market, proof of sufficient demand for products and services, and how to compete in the market with a thorough analysis of how to meet and profit from demand, forecast profit and loss statements, cash flow forecasts, Detailed detailed operations sections for realistic financial forecasting facilities, such as break-even analysis, leasing, equipment, and staffing. Step-by-step guidance on how to create a business plan can be used throughout the sections of a full-size plan. Note that a business plan is a living document that you can start with a one-page plan and expand it with additional details as needed. You may be able to clarify your business overview, vision, objectives, and concise action items on a single page, but you may want to go into more detail in the Finance and Marketing sections. For example, if you want to add a page, you can use the <a0>Strategy section for income and cash flow statements and another for break-even analysis in advertising and promotions. A one-page business plan should provide concise answers to several basic questions, depending on the needs of the product or service. What is competition and how do you differentiate it in the market? You can then use Windows to copy the outline of the text that you select to a Word, Excel, or similar office document by using the mouse, pressing CTRL+C, and then pressing CTRL+V to paste it. This template is suitable for freelance businesses that provide services such as consultants, graphic designers, landscaping agents, and delivery services. For a one-page plan, the answer to the question must be one or two statements. Business Planning Template -- Service Company Name Vision This section should clarify your wishes and dreams for your business. You can write a vision statement. For example: What does this business look like in x years? For example, what kind of services do you offer? Do you want to provide services online, at home business, or in a business location? Summarize expected revenue and expenses: How much do you charge for a service? Consider profit and loss analysis and pricing strategies. Ads and Promotions This section explains how to get a description of your service to your customers. For example, what is the most efficient way to sell a service? For example, do you sell through a business website, email, social media, or newspaper? What about referrals? Example: 20% of local market share by the end of the year Stable customers during the first six months of operation will earn a net profit of USD 50,000 for the first fiscal year: winter season or bad weather will reduce demand for landscaping services. An action plan uses milestone dates to briefly describe the action items required to achieve a goal. For example, by the date, a fully equipped home office will be completed. by the date of obtaining a business license and insurance. by the date purchase of the delivery van negotiated with the dealer. Date will launch a business website with a description of the service and price list. Potential customers connected via Facebook and LinkedIn by making their social media marketing plan dated. Date subscribes to cloud-based accounting software and set up customer invoice templates. Describe possible solutions to potential failures: If bad weather prevents landscaping services, check for other services, such as snow removal and tree pruning. This template is suitable for companies that sell products such as food services, beauty products, bicycle shops, etc. For a one-page plan, the answer to the question must be one or two statements. Business Planning Template -- Product Business Plan Company Name Vision This section should clarify your wishes and dreams for your business. You can write a vision statement. For example, what is your grand plan, what do you see in this business, how will your business grow and how much will it grow? Are you finally going to sell your business or retire and take over your child? For example: What kind of products do you sell? For example, is it shipped, sold at the counter, or delivered privately? Briefly describe how it is sufficient to make a profit after you have reduced manufacturing costs and costs. Consider profit and loss analysis and pricing strategies. A quick overview of marketing plans for advertising and promotional products: How do you promote your products to attract customers? Do you want to use free samples, product demonstrations, or promotion methods? What marketing materials do you use, such as business cards, flyers, and brochures? For example, sell 500 units of products by the end of the year. Acquired two key customers within six months of the start of operation. Within three months of opening the restaurant has an average occupancy rate of 50%. Net income for the first fiscal year is 30,000, and net income for the first fiscal year is 50,000 dollars by fiscal year 3. For example, list obstacles that can prevent you from achieving your goals: If a supplier cannot provide sufficient product construction delays for on-site renovation, use milestone dates to briefly describe the action items required to achieve the goal. Example: Selected by the date of the business facility selection and lease and contracting date of the delivery van negotiated with the dealer by the date purchase of the delivery van hired by an employee with a date qualification employed by date contract negotiations and signatures with suppliers and wholesalers to complete the date renovation to the business facility Date by launching a business website that includes a description of the product and price list by purchasing a date social media marketing plan, customization, and installation, and by completion the training of employees of date by stock, list any obstacles or concerns that are open for the business, How to overcome them. Example: If wholesaler A is unable to provide enough products, enter into a contract with a backup supplier. If the renovation of the facility does not complete on time, delay opening or prepare to open after business hours to continue construction. Time.

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