

REVENUE ASSUMPTIONS

Assumption	Value	Notes
FY Revenue – Prior Year Actual	50,000	Enter prior year actual revenue in your currency units
Revenue Growth Rate – Year 1	8.0%	Expected organic growth rate
Q1 Revenue Weight	23.0%	Share of annual revenue in Q1
Q2 Revenue Weight	24.0%	Share of annual revenue in Q2
Q3 Revenue Weight	25.0%	Share of annual revenue in Q3
Q4 Revenue Weight	28.0%	Typically stronger due to year-end deals
Price Increase (YoY)	3.0%	Average selling price increase
Volume Growth (YoY)	5.0%	Volume/unit growth component

GROSS MARGIN ASSUMPTIONS

Assumption	Value	Notes
Target Gross Margin %	62.0%	Company-level gross margin target
COGS – Materials / Direct costs %	22.0%	% of revenue
COGS – Direct labour %	10.0%	% of revenue
COGS – Other direct costs %	6.0%	% of revenue
Inventory write-off provision %	0.5%	% of COGS

OPERATING EXPENSE ASSUMPTIONS

Assumption	Value	Notes
Sales & Marketing % of Revenue	15.0%	% of revenue – blended S&M spend
Research & Development % of Revenue	12.0%	% of revenue
General & Administrative % of Revenue	8.0%	% of revenue – G&A overhead
Depreciation & Amortisation (fixed)	1,200	Enter absolute amount in currency units
Other operating expenses (fixed)	800	Enter absolute amount in currency units

HEADCOUNT & PEOPLE COSTS

Assumption	Value	Notes
Total Headcount (FY Budget)	50	Full-time equivalents at year end
Avg Annual Salary (per FTE)	850,000	Average fully loaded salary in currency units
Employer Social Charges %	25.0%	On top of gross salary
Annual Salary Increase %	4.0%	Budget salary inflation
Bonus / Variable Pay % of Salary	10.0%	Target bonus as % of base salary
New Hires – H1	4	Number of new FTEs joining Jan–Jun
New Hires – H2	6	Number of new FTEs joining Jul–Dec

CAPEX & DEPRECIATION

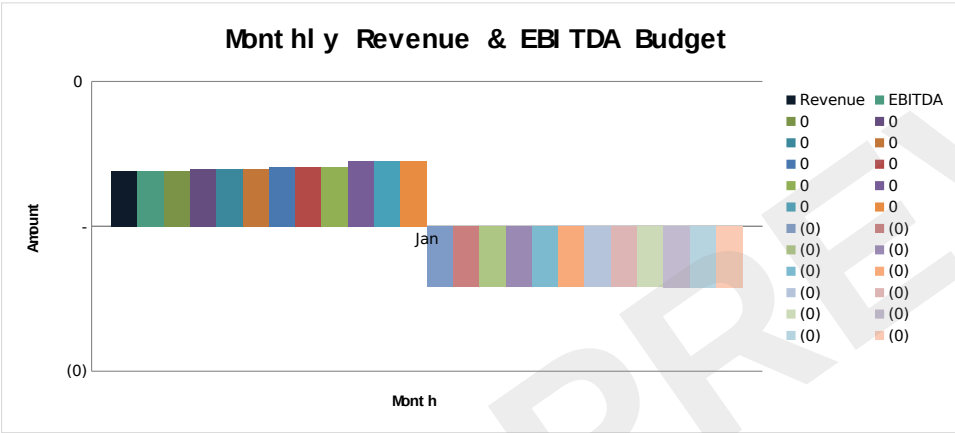
Assumption	Value	Notes
Total CapEx Budget	3,500	Planned capital expenditure – enter in currency units
Avg Asset Life (years)	4	For depreciation calculation
Existing Asset Depreciation	600	Depreciation on assets already on balance sheet

FX & OTHER

Assumption	Value	Notes
Functional Currency	USD	Enter ISO code: USD / EUR / GBP / SEK etc.
FX Rate – EUR/[Base]	1	Enter FX rate for EUR exposure
FX Rate – GBP/[Base]	1	Enter FX rate for GBP exposure
FX Rate – Other	1	Enter any other material FX exposure
Corporate Tax Rate %	21.0%	Applicable statutory rate
Interest Rate on Debt %	5.0%	For interest expense calculation
Net Debt / (Cash)	8,000	Opening net debt position

FY Revenue Budget	Gross Profit	Gross Margin %	EBITDA	EBITDA Margin %	Net Profit / (Loss)
0	0	51.0%	(0)	-102.7%	(1,600)

MONTHLY REVENUE & EBITDA (pulls from P&L Budget)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	FY Total
Revenue	0	0	0	0	0	0	0	0	0	0	0	0	0
Gross Profit	0	0	0	0	0	0	0	0	0	0	0	0	0
EBITDA	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)	(0)
Net Profit	(133)	(133)	(133)	(133)	(133)	(133)	(133)	(133)	(133)	(133)	(133)	(133)	(1,600)
GM %	51.0%	51.0%	51.0%	51.0%	51.0%	51.0%	51.0%	51.0%	51.0%	51.0%	51.0%	51.0%	51.0%
EBITDA Margin	-110.4%	-110.4%	-110.4%	-106.4%	-106.4%	-106.4%	-102.7%	-102.7%	-102.7%	-93.0%	-93.0%	-93.0%	-102.7%



Budget Template Manual

Annual Budget & Board Report Integration Guide

Ready-made. Peer-reviewed. Built by CFOs, for finance teams.

This manual explains how to set up, populate and use the CFO Eyes Budget Template. It covers every sheet, every assumption, and how to connect the budget to your monthly Board Report.

Companion file	CFO Eyes Budget Template v1.0.xlsx
Version	1.0
Language	English
Prepared by	CFO Eyes cfo-eyes.com
Effective date	[Insert date]

cfo-eyes.com | Templates, tools and sharp monthly & board reports – in one place.

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