

Howard Partridge - PHENOMENAL Administration Systems™



## How to Track Your Numbers for Maximum Profits!



[www.HowardPartridge.com](http://www.HowardPartridge.com)



Howard has led hundreds of seminars, webinars, workshops and holds his own live monthly events which have featured some of America's top business leaders including Michael Gerber, Bob Prosen, Dr. Joseph A. Michelli, CEO of American Legend Ziegler.

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- Administration is everything you do to \_\_\_\_\_.
- Phenomenal Administration delivers vital \_\_\_\_\_ that gives you the proper feedback on your progress.
- A Phenomenal Administration System is a group of working parts that \_\_\_\_\_ consistently.

## Set Your Sales Goal and 12 Month Financial Forecast

The “simple-dimple” thumbnail budget: 1. Determine what Net Income you want. This is the amount you need before taxes to reinvest in your business and to compensate yourself. 2. Determine what your Fixed Expense is. Add your Net and your Fixed Expense to get your Gross Profit. 3. Determine the % of Sales your Gross Profit is running now and divide Gross Profit by that %. Example: If your Gross Profit is 55%, take the Gross Profit and divide by .55

<b>My 12 Month Budget</b>	\$ _____	Sales (All Revenue)
	- \$ _____	Cost of Services Sold (COGS)
	= \$ _____	Gross Profit (GP)
	- \$ _____	Fixed Expense (Overhead)
	= \$ _____	Net