


# BUSINESS PLAN [YEAR]





## Tax Preparation Business Plan


Maximize Returns, Minimize Stress

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Information provided in this business plan is unique to this business and confidential; therefore, anyone reading this plan agrees not to disclose any of the information in this business plan without prior written permission of the company.

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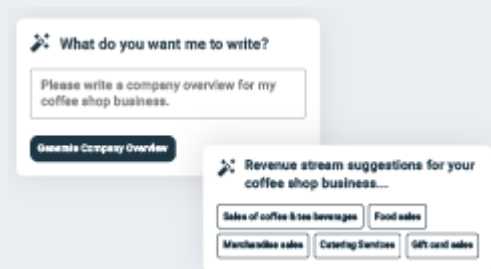
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# Business planning that's simpler and faster than you think

Creating a business plan using Upmetrics to start and grow a business is literally the easiest thing in the World. Simply read the instructions and fill in the blanks. It's as simple as that.

Upmetrics has everything you need to create a comprehensive business plan.



## AI-powered Upmetrics Assistant

### AI-powered insights to streamline your plan

Not sure where to start? Upmetrics' AI Assistant will automatically generate ideas for each section of your plan and offer improved versions of your writing, adjusting for tone, voice, and grammar or spelling errors.

## Financial Forecasting Tool

### All the financials are calculated for you

Forget the complex formulas and clumsy spreadsheets — with automatic financials and drag-and-drop forecasting, you can finish your plan faster and be confident that your numbers are accurate.



## Business Plan Builder

### Guides you like a business mentor

Upmetrics' step-by-step instructions, prompts, and the library of 400+ sample business plans will guide you through each section of your plan as a business mentor.

Join over 110K entrepreneurs who trust **Upmetrics with Business Planning**

Create a comprehensive business plan and maximize your chances of securing funding, bank loans, and small business grants.

Create your business plan today

15-day money-back guarantee

1.

## Executive Summary

Market opportunity

Services Offered

Marketing & sales strategies

Financial Highlights



## REMEMBER

An executive summary is the first section of the business plan intended to provide an overview of the whole business plan.

To unlock help try Upmetrics!

### Help tip

### Tax Preparation Business Plan

Start your executive summary by briefly introducing your business to your readers.

This section may include the name of your tax preparation business, its location, when it was

To unlock help try Upmetrics!

*Start writing here..*

## Market opportunity

### Help tip

### Tax Preparation Business Plan

Summarize your market research, including market size, growth potential, and marketing trends. Highlight the opportunities in the market and how your business will fit in to fill the gap.

To unlock help try Upmetrics!

*Start writing here..*

## Services Offered

### Help tip

### Tax Preparation Business Plan


Highlight the tax preparation services you offer your clients. The USPs and differentiators you offer are always a plus.

To unlock help try Upmetrics!

*Start writing here..*

## Marketing & sales strategies

 **Help tip**

 **Tax Preparation Business Plan**


Outline your sales and marketing strategies—what marketing platforms you use, how you plan on acquiring customers, etc.

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## Financial Highlights

 **Help tip**

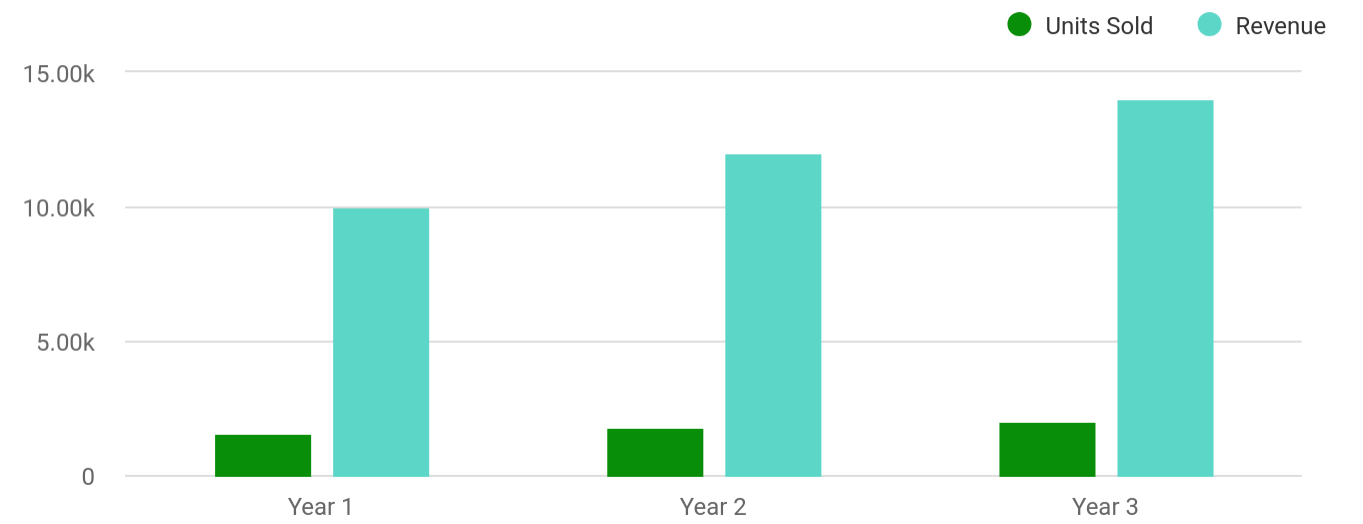
 **Tax Preparation Business Plan**

Briefly summarize your financial projections for the initial years of business operations. Include any capital or investment requirements, associated startup costs, projected revenues, and profit forecasts.

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*Start writing here..*

Units Sold v/s Revenue



Financial Year	Units Sold	Revenue
Year 1	1,550	\$10,000
Year 2	1,800	\$12,000
Year 3	2,050	\$14,000

Help tip

Tax Preparation Business Plan

Summarize your executive summary section with a clear CTA, for example, inviting angel investors to discuss the potential business investment.

To unlock help try Upmetrics!

Write a call to action for your business plan.

# 2.

## Company Overview

Ownership

Mission statement

Business history

Future goals



## REMEMBER

Depending on what details of your business are essential, you'll need different elements in your business overview.

To unlock help try Upmetrics!

### Help tip

### Tax Preparation Business Plan

Describe your business in this section by providing all the basic information:

Describe what kind of tax preparation company you run and the name of it. Here are some of

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*Start writing here..*

## Ownership

### Help tip

### Tax Preparation Business Plan


List the founders or owners of your tax preparation business. Describe what shares they own and their responsibilities for efficiently managing the business.

To unlock help try Upmetrics!

*Start writing here..*

## Mission statement

 Help tip

 Tax Preparation Business Plan

Summarize your business' objective, core principles, and values in your mission statement. This statement needs to be memorable, clear, and brief.

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**Our mission at [Elite Tax Solutions] is to provide accurate, reliable, and timely tax preparation services to our clients, helping them navigate the complexities of the tax code with ease.**

**We are committed to upholding the highest standards of integrity, transparency, and customer satisfaction, ensuring that our clients can trust us with their most sensitive financial information.**



## Business history

 Help tip

 Tax Preparation Business Plan


If you're an established tax preparation service provider, briefly describe your business history, like—when it was founded, how it evolved over time, etc.

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*Start writing here..*

## Future goals

 Help tip

 Tax Preparation Business Plan

It's crucial to convey your aspirations and vision. Mention your short-term and long-term goals; they can be specific targets for revenue, market share, or expanding your services.

To unlock help try Upmetrics! 

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# 3.

## Market Analysis

Target Market

Market size and growth potential

Competitive analysis

Market trends

Regulatory environment



## REMEMBER

Market analysis provides a clear understanding of the market in which your printing business will run along with the target market, competitors, and growth opportunities.

To unlock help try Upmetrics!

### Help tip

### Tax Preparation Business Plan

To write the introduction section of your market analysis, start by clearly identifying your primary target market.

To unlock help try Upmetrics!

*Start writing here..*

## Target Market

### Help tip

### Tax Preparation Business Plan

Start this section by describing your target market. Define your ideal customer and explain what types of services they prefer. Creating a buyer persona will help you easily define your target market to your readers.

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## Market size and growth potential

### Help tip

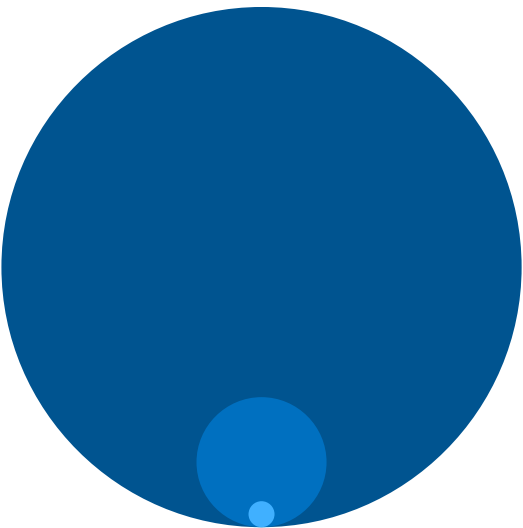
### Tax Preparation Business Plan

Describe your market size and growth potential and whether you will target a niche or a much broader market.


To unlock help try Upmetrics!


*Start writing here..*

## Market Size




<b>Available Market</b>	<b>20M</b>
Total individuals and businesses needing tax preparation services	
<b>Served Market</b>	<b>5M</b>
Individuals and businesses our services can reach.	
<b>Target Market</b>	<b>1M</b>
Our ideal customers in the served market.	

 Help tip

 Tax Preparation Business Plan

Identify and analyze your direct and indirect competitors. Identify their strengths and weaknesses, and describe what differentiates your tax preparation services from them.

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## Competitive analysis

### TaxPros Inc.

TaxPros Inc. is a well-established independent tax preparation service provider with a strong presence in the [Location] area.

<b>Features</b>	<b>Strengths</b>	<b>Weaknesses</b>
Offers a wide range of tax preparation services	Extensive experience and a large customer base	Limited online presence and digital capabilities.
Individual and business tax filings	Strong local reputation for accuracy and reliability.	Less flexible operating hours compared to some competitors.
IRS audit representation and tax planning.	Skilled and certified tax professionals.	Pricing is slightly higher than the industry average.

## eTax Solutions

eTax Solutions is an online tax preparation platform that caters to a broad national audience, providing convenient, cloud-based tax services.


Features	Strengths	Weaknesses
Offers a user-friendly interface	Accessibility and convenience with 24/7 availability.	Lack of in-person support, which may deter some clients.
E-filing options	Competitive pricing and various pricing packages.	Limited ability to handle complex tax scenarios effectively.
Tax refund tracking	Strong emphasis on data security and privacy.	Heavily reliant on technology, which may pose a challenge for less tech-savvy customers.
Mobile app for on-the-go tax preparation.		


## Brown & Associates CPA

Brown & Associates CPA is a local Certified Public Accountant (CPA) firm specializing in tax preparation, accounting, and financial consulting services.


Features	Strengths	Weaknesses
Offer comprehensive tax planning	Expertise in complex tax scenarios and high-net-worth individuals.	Higher pricing due to the specialized services offered.
IRS issue resolution	Personalized, one-on-one consultations with clients.	Limited online presence and marketing efforts.
Bookkeeping, and financial advisory services	Strong network of local business clients.	Potential capacity constraints during peak tax seasons.

## Market trends

 **Help tip**


 **Tax Preparation Business Plan**


Analyse emerging trends in the industry, such as technology disruptions, changes in customer behavior or preferences, etc. Explain how your business will cope with all the trends.

To unlock help try Upmetrics! 


Start writing here..

# Regulatory environment

 **Help tip**

 **Tax Preparation Business Plan**

List regulations and licensing requirements that may affect your tax preparation company, such as business registration, Preparer Tax Identification Number (PTIN), state-specific requirements, tax preparer bond, insurance requirements, etc.

To unlock help try Upmetrics! 

Start writing here..



## Upmetrics vs Business Plan Templates

You have a unique business with a distinct vision, and your business plan must reflect that. Although it won't be possible with generic templates.

SWOT Analysis

Market Size

Customer Profiles

Help tip

John & Sons

Depending on what details of your business you need different elements in your business plan. Here are some foundational elements...

Company Overview

What do you want me to write?

Please write a company overview for my coffee shop business.

Create Company Overview

Coffee Shop Business Plan

File Edit View Insert Format Tools Extensions Help

Summary

Outline



Upmetrics guided builder prompts you with tailored questions and helps answer them to create your business plan. You also have access to AI Assistant and other resources to seek guidance and ensure you're on the right track.

Start your planning today

Tax Preparation Business Plan | Business Plan [YEAR]

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# 4.

## Products and Services

Services

Quality Measures

Additional Services



## REMEMBER

The product and services section of a tax preparation business plan should describe the specific services and products that will be offered to customers. To write this section should include the following:

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### Help tip

### Tax Preparation Business Plan

To craft the introduction for your "Products and Services" chapter, begin by positioning your business within its industry, emphasizing its unique strengths or value proposition.

To unlock help try Upmetrics!

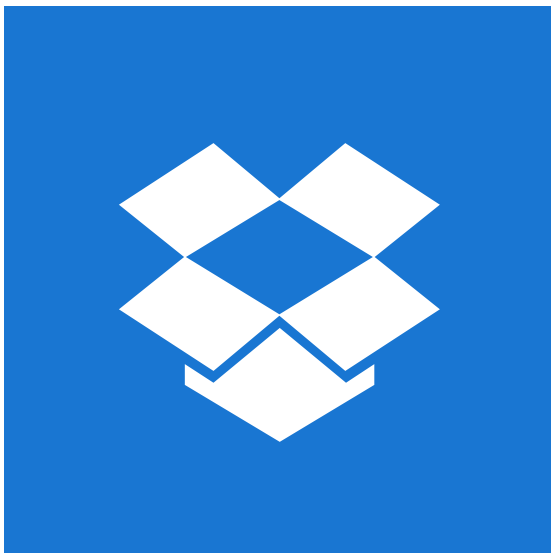
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### Help tip

Describe the tax preparation services your business will offer. This list may include services like,

To unlock help try Upmetrics!

## Services



### Federal Tax Return Preparation

Price: **[\$250]**

Preparation and filing of federal tax returns for individuals or businesses.

#### Specifications

- Turnaround time: 7-10 days
- Includes state tax return preparation
- E-filing option available



## State and Local Tax Return Preparation

Price: **[\$150]**

Preparation and filing of state and local tax returns for individuals or businesses.

### Specifications

- Turnaround time: 5-7 days
- Consultation for possible state tax credits and deductions
- E-filing option available



## Tax Planning and Consulting

Price: **[\$300] per hour**

Professional tax planning and consulting to help minimize tax liabilities and maximize credits and deductions.

### Specifications

- In-depth analysis of financial situation
- Proactive tax strategy development
- Ongoing support throughout the year



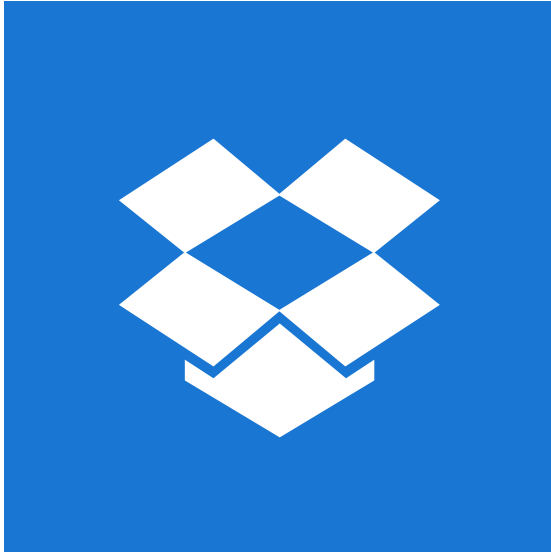
## IRS Audit Support

Price: **[\$500]**

Expert guidance and representation in case of an IRS audit.

### Specifications

- Review of all tax documents
- Preparation for audit meetings
- Representation during audit meetings



## Tax Resolution Services

Price: **Starting at [\$1,000]**


Assistance with resolving tax issues, such as back taxes, penalties, and audits.

### Specifications


- In-depth investigation of the tax problem
- Negotiation with IRS or state tax agencies
- Development and implementation of resolution strategy

## Quality Measures

 **Help tip**

 **Tax Preparation Business Plan**


Provide a detailed description of each service you provide, including the process involved, the time required, etc.

To unlock help try Upmetrics! 

*Start writing here..*

## Additional Services

 **Help tip**

 **Tax Preparation Business Plan**

This section should explain how you maintain quality standards and consistently provide accurate, reliable, and timely services.

To unlock help try Upmetrics! 

*Start writing here..*

# 5.

## Sales And Marketing Strategies

Unique Selling Proposition (USP)

Pricing Strategy

Marketing strategies

Sales strategies

Customer retention



#### REMEMBER

Writing the sales and marketing strategies section means a list of strategies you will use to attract and retain your clients.

To unlock help try Upmetrics!

#### Help Tip

#### Tax Preparation Business Plan

To create an effective introduction for your "Sales and Marketing Strategies" chapter, start by setting the stage within your specific industry or market.

To unlock help try Upmetrics!

*Start writing here..*

## Unique Selling Proposition (USP)

#### Help tip

#### Tax Preparation Business Plan

Define your business's USPs depending on the market you serve, your expertise in the market, and the unique services you provide. Identifying USPs will help you plan your marketing strategies.

To unlock help try Upmetrics!

*Start writing here..*

## Pricing Strategy

#### Help tip

#### Tax Preparation Business Plan

Describe your pricing strategy—how you plan to price your tax preparation services and stay competitive in the local market.

To unlock help try Upmetrics!

*Start writing here..*

Discuss your marketing strategies to market your services. You may include some of these marketing strategies in your business plan—social media marketing, networking, Google ads, brochures, email marketing, content marketing, and print marketing.

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## Marketing strategies

### Online



#### **Social Media**

Utilizing platforms such as [Facebook, Twitter, Instagram] to reach potential clients and engage with our community.



#### **Email Marketing**

Sending out regular newsletters and promotional offers to our email list.



#### **Content Marketing**

Publishing tax-related articles and resources on our website to attract organic traffic.



#### **Google Ads**

Running targeted Google Ads to reach individuals searching for tax preparation services in our area.

### Offline



#### **Brochures**

Distributing brochures at local businesses and community centers.



#### **Networking**

Building relationships with local businesses and participating in community events.

Outline the strategies you'll implement to maximize your sales. Your sales strategies may include direct sales calls, partnering with local notary businesses, offering referral discounts, etc.

To unlock help try Upmetrics! 

## Sales strategies



### Partner with Businesses


Partnering with local notary businesses to cross-promote our services.



### Referral Programs

Offering discounts to clients who refer new customers to our business.

Describe your customer retention strategies and how you plan to execute them. Your customer retention strategies may include introducing loyalty programs, proactive communication, personalized customer services, and offering referral discounts.

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## Customer retention



### Loyalty Programs

Offering rewards to repeat clients.



### Referral Discounts

Offering discounts to existing clients who refer new customers to our business.



### Personalized Service

Providing tailored services to meet the specific needs of each client.

# 6.

## Operations Plan

Staffing & Training

Operational Process

Software & Technology



#### REMEMBER

When writing the operations plan section, it's important to consider the various aspects of your business operations.

To unlock help try Upmetrics!

#### Help tip

#### Tax Preparation Business Plan

To create an effective introduction for your "Operational Plan" chapter, start by emphasizing the pivotal role of efficient operations in the success of your business, underscoring how they directly impact the quality of services delivered.

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*Start writing here..*

## Staffing & Training

#### Help tip

#### Tax Preparation Business Plan

Mention your business's staffing requirements, including the number of bookkeepers, tax preparers, and other employees needed. Include their qualifications, the training required, and the duties they will perform.

To unlock help try Upmetrics!

*Start writing here..*

## Operational Process

#### Help tip


#### Tax Preparation Business Plan


Outline the processes and procedures you will use to run your tax preparation business. Your operational processes may include client communication, tax preparation, financial management, staff management, and regulatory compliance.

To unlock help try Upmetrics!


*Start writing here..*

# Software & Technology

 **Help tip**

 **Tax Preparation Business Plan**

Include the list of software and technology required for tax preparation, such as tax preparation software, client management software, financial management software, document management software, and regulatory compliance software.

To unlock help try Upmetrics! 

*Start writing here..*

# 7.

## Management Team

Key managers

Organizational structure

Compensation plan

Advisors/Consultants



#### REMEMBER

The management team section provides an overview of the individuals responsible for running your business plan.

To unlock help try Upmetrics!

#### Help tip

#### Tax Preparation Business Plan

To craft an introduction for your "Management Team" chapter, begin by emphasizing the crucial role of leadership in the success of any business.

To unlock help try Upmetrics!

*Start writing here..*

## Key managers

#### Help tip

#### Tax Preparation Business Plan

Introduce your management and key members of your team, and explain their roles and responsibilities.

To unlock help try Upmetrics!

*Start writing here..*



### John Doe

CEO - [john.doe@example.com](mailto:john.doe@example.com)

John brings over 20 years of experience in tax preparation and financial management. His vision for [Elite Tax Solutions] is to provide exceptional tax services that meet the unique needs of each client.

#### Education and Professional Background:

- John holds a Bachelor's Degree in Business Administration from the University of California.
- He is a Certified Public Accountant (CPA) and has worked with some of the top tax firms in the country before founding [Elite Tax Solutions].



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## Jane Doe

Tax Manager - [jane.doe@example.com](mailto:jane.doe@example.com)

Jane is a detail-oriented tax professional with over 15 years of experience in tax preparation and planning. She leads the tax team in providing accurate and efficient tax services to our clients.

Education and Professional Background:

- Jane has a Master's Degree in Accounting from the University of Southern California and is a licensed Enrolled Agent (EA).
- She has worked with various tax firms and has a wealth of experience in dealing with complex tax situations.



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## Sarah Smith

Customer Service Manager - [sarah.smith@example.com](mailto:sarah.smith@example.com)

Sarah is dedicated to ensuring that our clients receive the best possible service. She manages the customer service team and oversees all client interactions.

Education and Professional Background:

- Sarah has a Bachelor's Degree in Communication from the University of Texas.
- She has over 10 years of experience in customer service and has completed various training programs in customer relationship management.



---

## Robert Brown


Accounting Manager - [robert.brown@example.com](mailto:robert.brown@example.com)


Robert is responsible for managing the accounting and financial records of our business. His meticulous approach ensures accuracy and compliance with accounting standards.

Education and Professional Background:


- Robert holds a Bachelor's Degree in Accounting from the University of New York and is a Certified Management Accountant (CMA).
- He has worked in various accounting roles, gaining valuable experience in financial management.

# Organizational structure

 **Help tip**

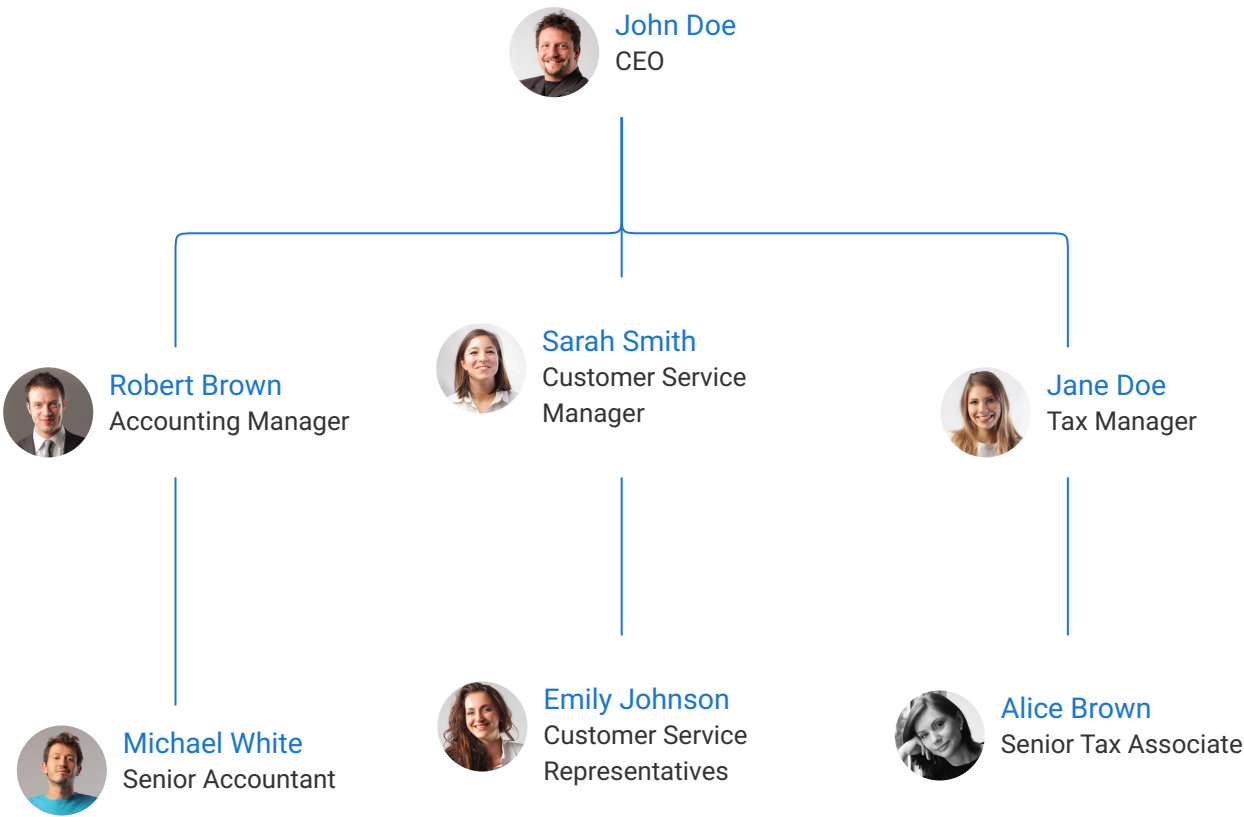
 **Tax Preparation Business Plan**

Explain the organizational structure of your management team. Include the reporting line and decision-making hierarchy.


To unlock help try Upmetrics! 


Start writing here..

## Organization chart




# Compensation plan

 **Help tip**

 **Tax Preparation Business Plan**

Describe your compensation plan for the management and staff. Include their salaries, incentives, and other benefits.

To unlock help try Upmetrics! 

Start writing here..

 **Help tip**

Mentioning advisors or consultants in your business plans adds credibility to your business idea.

To unlock help try Upmetrics! 

## Advisors/Consultants



---

### Michael Johnson

Legal Advisor - [michael.johnson@example.com](mailto:michael.johnson@example.com)

Michael provides legal counsel to ensure that our business operations comply with all relevant laws and regulations.



---

### Sarah Green

Financial Consultant - [sarah.green@example.com](mailto:sarah.green@example.com)

Sarah assists in financial planning and analysis to help us make informed business decisions.

# 8.

## Financial Plan

Profit & loss statement

Cash flow statement

Balance sheet

Break-even Analysis

Financing needs



## REMEMBER

When writing the financial plan section of a business plan, it's important to provide a comprehensive overview of your financial projections for the first few years of your business, You may provide the following:

To unlock help try Upmetrics!

## Help tip

## Tax Preparation Business Plan

To create an effective introduction for your "Financial Plan" chapter, begin by stressing the critical role of a well-structured financial plan in the success of your venture.

To unlock help try Upmetrics!

Start writing here..

## Help tip

## Tax Preparation Business Plan

The cash flow for the first few years of your operation should be estimated and described in this section. This may include billing invoices, payment receipts, loan payments, and any other cash flow statements.

To unlock help try Upmetrics!

## Profit & loss statement

	2024	2025	2026
Revenue	\$521,723.08	\$736,490.33	\$1,005,402.25
Individual Tax Return Preparation	\$101,723.08	\$314,090.33	\$580,482.25


	2024	2025	2026
Users	1,923	4,251	7,245
Recurring Charges	\$8.33	\$8.33	\$8.33
Business Tax Return Preparation	\$60,000	\$62,400	\$64,920
Unit Sales	120	125	130
Unit Price	\$500	\$500	\$500
Tax Consulting Services	\$360,000	\$360,000	\$360,000
Total Hours	2,400	2,400	2,400
Hourly Price	\$150	\$150	\$150
<b>Cost Of Sales</b>	<b>\$105,179.03</b>	<b>\$131,064</b>	<b>\$165,979.85</b>
General Costs	\$105,179.03	\$131,064	\$165,979.85
Software Licensing and Updates	\$30,000	\$31,380	\$32,825.40
Software Licensing	\$24,000	\$25,200	\$26,460
Software Updates	\$6,000	\$6,180	\$6,365.40
Tax Filing Fees	\$75,179.03	\$99,684	\$133,154.45
E-filing Fees	\$42,576.10	\$60,703.35	\$86,548.47


	2024	2025	2026
Paper Filing Fees	\$32,602.93	\$38,980.65	\$46,605.98
Revenue Specific Costs	\$0	\$0	\$0
Personnel Costs (Direct Labor)	\$0	\$0	\$0
<b>Gross Margin</b>	<b>\$416,544.05</b>	<b>\$605,426.33</b>	<b>\$839,422.40</b>
<b>Gross Margin (%)</b>	<b>79.84%</b>	<b>82.20%</b>	<b>83.49%</b>
<b>Operating Expense</b>	<b>\$412,360</b>	<b>\$425,958</b>	<b>\$440,038.98</b>
Payroll Expense (Indirect Labor)	\$383,760	\$396,204	\$409,071.36
Tax Preparation Staff	\$176,160	\$182,176.80	\$188,403.36
Tax Preparer	\$102,960	\$106,048.80	\$109,230.24
Senior Tax Preparer	\$73,200	\$76,128	\$79,173.12
Support Staff	\$63,600	\$64,872	\$66,169.44
Administrative Assistant	\$36,000	\$36,720	\$37,454.40
Receptionist	\$27,600	\$28,152	\$28,715.04

	2024	2025	2026
Management	\$144,000	\$149,155.20	\$154,498.56
Office Manager	\$60,480	\$62,294.40	\$64,163.28
Business Development Manager	\$83,520	\$86,860.80	\$90,335.28
General Expense	\$28,600	\$29,754	\$30,967.62
Office Expenses	\$22,800	\$23,532	\$24,287.88
Rent	\$18,000	\$18,540	\$19,096.20
Utilities	\$4,800	\$4,992	\$5,191.68
Operational Expenses	\$1,800	\$1,872	\$1,947.24
Office Supplies	\$600	\$612	\$624.24
Software Subscription	\$1,200	\$1,260	\$1,323
Marketing and Advertising	\$4,000	\$4,350	\$4,732.50
Digital Marketing	\$3,000	\$3,300	\$3,630
Print Advertising	\$1,000	\$1,050	\$1,102.50
Bad Debt	\$0	\$0	\$0
Amortization of Current Assets	\$0	\$0	\$0

	2024	2025	2026
<b>EBITDA</b>	<b>\$4,184.05</b>	<b>\$179,468.34</b>	<b>\$399,383.42</b>
<b>Additional Expense</b>	<b>\$8,726.97</b>	<b>\$8,265.11</b>	<b>\$7,779.59</b>
Long Term Depreciation	\$6,432	\$6,432	\$6,432
Gain or loss from Sale of Assets	\$0	\$0	\$0
EBIT	(\$2,247.95)	\$173,036.34	\$392,951.42
Interest Expense	\$2,294.98	\$1,833.10	\$1,347.59
EBT	(\$4,542.92)	\$171,203.23	\$391,603.83
Income Tax Expense / Benefit	\$0	\$0	\$0
<b>Total Expense</b>	<b>\$526,266</b>	<b>\$565,287.11</b>	<b>\$613,798.42</b>
<b>Net Income</b>	<b>(\$4,542.92)</b>	<b>\$171,203.23</b>	<b>\$391,603.83</b>
<b>Net Income (%)</b>	<b>(0.87%)</b>	<b>23.25%</b>	<b>38.95%</b>
Retained Earning Opening	\$0	(\$9,542.92)	\$154,160.31

	2024	2025	2026
Owner's Distribution	\$5,000	\$7,500	\$5,000
<b>Retained Earning Closing</b>	<b>(\$9,542.92)</b>	<b>\$154,160.31</b>	<b>\$540,764.14</b>

 **Help tip**

 **Tax Preparation Business Plan**

The cash flow for the first few years of your operation should be estimated and described in this section.

This may include billing invoices, payment receipts, loan payments, and any other cash flow statements.

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## Cash flow statement

	2024	2025	2026
<b>Cash Received</b>	<b>\$521,723.08</b>	<b>\$736,490.34</b>	<b>\$1,005,402.25</b>
<b>Cash Paid</b>	<b>\$519,834</b>	<b>\$558,855.11</b>	<b>\$607,366.42</b>
COS & General Expenses	\$133,779.03	\$160,818	\$196,947.47
Salary & Wages	\$383,760	\$396,204	\$409,071.36
Interest	\$2,294.98	\$1,833.10	\$1,347.59
Sales Tax	\$0	\$0	\$0
Income Tax	\$0	\$0	\$0

	2024	2025	2026
<b>Net Cash From Operations</b>	<b>\$1,889.08</b>	<b>\$177,635.23</b>	<b>\$398,035.83</b>
Assets Sell	\$0	\$0	\$0
Assets Purchase	\$30,000	\$0	\$0
<b>Net Cash From Investments</b>	<b>(\$30,000)</b>	<b>\$0</b>	<b>\$0</b>
<b>Amount Received</b>	<b>\$150,000</b>	<b>\$0</b>	<b>\$0</b>
Loan Received	\$50,000	\$0	\$0
Common Stock	\$0	\$0	\$0
Preferred Stock	\$0	\$0	\$0
Owner's Contribution	\$100,000	\$0	\$0
<b>Amount Paid</b>	<b>\$14,027.75</b>	<b>\$16,989.61</b>	<b>\$14,975.13</b>
Loan Capital	\$9,027.74	\$9,489.62	\$9,975.13
Dividends & Distributions	\$5,000	\$7,500	\$5,000
<b>Net Cash From Financing</b>	<b>\$135,972.25</b>	<b>(\$16,989.61)</b>	<b>(\$14,975.13)</b>

	2024	2025	2026
<b>Summary</b>			
Starting Cash	\$0	\$107,861.33	\$268,506.95
Cash In	\$671,723.08	\$736,490.34	\$1,005,402.25
Cash Out	\$563,861.75	\$575,844.72	\$622,341.55
Change in Cash	\$107,861.33	\$160,645.62	\$383,060.70
<b>Ending Cash</b>	<b>\$107,861.33</b>	<b>\$268,506.95</b>	<b>\$651,567.65</b>

 **Help tip**

 **Tax Preparation Business Plan**

Create a projected balance sheet documenting your tax preparation business's assets, liabilities, and equity.

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## Balance sheet

	2024	2025	2026
<b>Assets</b>	<b>\$131,429.33</b>	<b>\$285,642.95</b>	<b>\$662,271.65</b>
<b>Current Assets</b>	<b>\$107,861.33</b>	<b>\$268,506.95</b>	<b>\$651,567.65</b>

	2024	2025	2026
Cash	\$107,861.33	\$268,506.95	\$651,567.65
Accounts Receivable	\$0	\$0	\$0
Inventory	\$0	\$0	\$0
Other Current Assets	\$0	\$0	\$0
<b>Long Term Assets</b>	<b>\$23,568</b>	<b>\$17,136</b>	<b>\$10,704</b>
Gross Long Term Assets	\$30,000	\$30,000	\$30,000
Accumulated Depreciation	(\$6,432)	(\$12,864)	(\$19,296)
<b>Liabilities &amp; Equity</b>	<b>\$131,429.34</b>	<b>\$285,642.95</b>	<b>\$662,271.65</b>
<b>Liabilities</b>	<b>\$40,972.26</b>	<b>\$31,482.64</b>	<b>\$21,507.51</b>
<b>Current Liabilities</b>	<b>\$9,489.62</b>	<b>\$9,975.13</b>	<b>\$0</b>
Accounts Payable	\$0	\$0	\$0
Income Tax Payable	\$0	\$0	\$0
Sales Tax Payable	\$0	\$0	\$0
Short Term Debt	\$9,489.62	\$9,975.13	\$0
<b>Long Term Liabilities</b>	<b>\$31,482.64</b>	<b>\$21,507.51</b>	<b>\$21,507.51</b>
Long Term Debt	\$31,482.64	\$21,507.51	\$21,507.51


	2024	2025	2026
<b>Equity</b>	<b>\$90,457.08</b>	<b>\$254,160.31</b>	<b>\$640,764.14</b>
Paid-in Capital	\$0	\$0	\$0
Common Stock	\$0	\$0	\$0
Preferred Stock	\$0	\$0	\$0
Owner's Contribution	\$100,000	\$100,000	\$100,000
Retained Earnings	(\$9,542.92)	\$154,160.31	\$540,764.14
<b>Check</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

 **Help tip**

 **Tax Preparation Business Plan**

Determine and mention your business's break-even point—the point at which your business costs and revenue will be equal.

This exercise will help you understand how much revenue you need to generate to sustain or be profitable.

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## Break-even Analysis


	2024	2025	2026
Starting Revenue	\$0	\$521,723.08	\$1,258,213.42

	2024	2025	2026
Net Revenue	\$521,723.08	\$736,490.33	\$1,005,402.25
<b>Closing Revenue</b>	<b>\$521,723.08</b>	<b>\$1,258,213.42</b>	<b>\$2,263,615.67</b>
Starting Expense	\$0	\$526,266	\$1,091,553.11
Net Expense	\$526,266	\$565,287.11	\$613,798.42
<b>Closing Expense</b>	<b>\$526,266</b>	<b>\$1,091,553.11</b>	<b>\$1,705,351.53</b>
Is Break Even?	No	Yes	Yes
<b>Break Even Month</b>	<b>0</b>	<b>Jan '25</b>	<b>0</b>
<b>Days Required</b>	<b>0</b>	<b>20 Days</b>	<b>0</b>
<b>Break Even Revenue</b>	<b>\$526,266</b>	<b>\$556,848.19</b>	<b>\$0</b>
Individual Tax Return Preparation	\$0	\$113,381.53	\$0
Business Tax Return Preparation	\$0	\$63,466.67	\$0
Tax Consulting Services	\$0	\$380,000	\$0
<b>Break Even Units</b>			


	2024	2025	2026
Individual Tax Return Preparation	0	2,066	0
Business Tax Return Preparation	0	127	0
Tax Consulting Services	0	2,533	0

## Financing needs

 **Help tip**

 **Tax Preparation Business Plan**

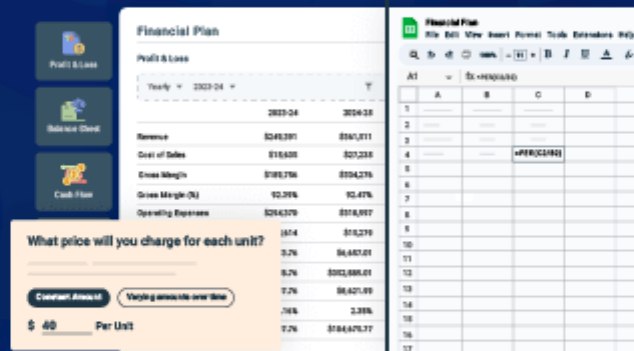
Calculate costs associated with starting a tax preparation business, and estimate your financing needs and how much capital you need to raise to operate your business.

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*Start writing here..*

# Upmetrics vs Financial Spreadsheets

Spreadsheets can be a powerful tool for preparing complex financial reports and forecasts. However, using them can be quite time-consuming, intimidating, and frustrating.

The image shows the Upmetrics Financial Plan interface. On the left, there are three buttons: 'Profit & Loss', 'Balance Sheet', and 'Cash Flow'. The 'Profit & Loss' button is selected. Below these buttons is a form titled 'What price will you charge for each unit?' with a 'Calculate' button and a 'View your results over time' button. The main part of the interface is a table showing financial data for two periods: 2023-04 and 2024-03. The table has columns for Revenue, Cost of Sales, Gross Margin, and Operating Expenses. The data is as follows:

	2023-04	2024-03
Revenue	\$245,391	\$181,111
Cost of Sales	\$18,608	\$27,238
Gross Margin	\$196,783	\$154,273
Gross Margin (%)	80.2%	85.2%
Operating Expenses	\$24,329	\$18,957
	\$14	\$15,279
	0.2%	\$6,657.01
	0.2%	\$102,695.01
	7.2%	\$6,621.00
	.16%	3.35%
	7.2%	\$184,675.77



Upmetrics could be your way out of boring & clumsy spreadsheets. Simply enter the numbers, and get accurate and easy-to-understand financial reports made in minutes - no more remembering complex formulas or fussing in the spreadsheet.

[Start your planning today](#)

9.

Appendix



## REMEMBER

When writing the appendix section, you should include any additional information that supports the main content of your plan. This may include financial statements, market research data, legal documents, and other relevant information.

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# Create a winning business plan that gets you funded

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Upmetrics makes online sharing quick and easier for users. Easily share your business plans with a link while tracking reader activity.

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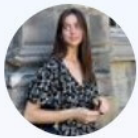
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**Mariia Yevlash**



Student, Sumy State University – Ukraine

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