

Cash Flow Manager

Contents

1.1 Daily Activity Goto A9

2.1 Instructions Goto A87

Daily Activity (continues to row 83)

Sheet 1.1

Month Of: April 2003

Date	Receipts		Disbursements		Balance
	Description	Amount	Description	Amount	
	Opening Balance	3156			3,156.00
3			Rent	312.00	2,844.00
			Equipment Lease	309.00	2,535.00
-2					2,535.00
					2,535.00
-3	Payment, Job 1004	1255			3,790.00
					3,790.00
-4					3,790.00
					3,790.00
-5			Payroll	1,000.00	2,790.00
					2,790.00
-6					2,790.00
					2,790.00
-7	Payment, Job 1003	3575			6,365.00
					6,365.00
-8					6,365.00
					6,365.00
-9			Invoice 35-234	2,389.00	3,976.00
					3,976.00
-10					3,976.00
					3,976.00
-11	Payment, Job 1010	2499			6,475.00
					6,475.00
-12					6,475.00
					6,475.00
-13			Payroll	1,000.00	5,475.00
			Health Insurance	250.00	5,225.00
-14					5,225.00
					5,225.00
-15					5,225.00
					5,225.00
-16			Telephone	450.00	4,775.00
					4,775.00
-17					4,775.00
					4,775.00
-18					4,775.00
					4,775.00
-19					4,775.00
					4,775.00
-20			Payroll	1,000.00	3,775.00
					3,775.00
-21	Payroll, Job 1017	3577			7,352.00
					7,352.00
-22			Pay Invoice 1005	2,987.20	4,364.80
					4,364.80
-23					4,364.80
					4,364.80
-24					4,364.80

				4,364.80
-25	Payment, Job 1019	2400		6,764.80
				6,764.80
-26				6,764.80
				6,764.80
-27			Payroll	1,000.00
				5,764.80
-28			Debt Service	2,500.00
				3,264.80
-29				3,264.80
				3,264.80
-30				3,264.80
				3,264.80
-31				3,264.80
				3,264.80

Next				
Month	Various Jobs	6500	Machine Purpose	7500
				2264.8
				2264.8

Instructions Sheet 2.1

-
- 1) Enter Daily Activity Goto A49
 - 2) Recalculate by Typing F-9
 - 3) Print by Typing {alt-L}
 - 4) Save by Typing {alt-S}