

# Capital Expenditure Budget

Company Name: \_\_\_\_\_  
Fiscal Year: \_\_\_\_\_  
Prepared By: \_\_\_\_\_  
Date: \_\_\_\_\_

## Capital Expenditure Details

#	Project / Asset	Description	Department	Estimated Cost	Timeline	Justification
1	Equipment Replacement	Replace aging production machinery	Manufacturing	\$50,000	Q1–Q2	Efficiency improvement
2	Facility Expansion	Add new warehouse space	Operations	\$120,000	Q3–Q4	Meet increased demand
3	Software Upgrade	ERP system upgrade to latest version	IT	\$35,000	Q2	System reliability
4	Vehicle Purchase	New delivery truck	Logistics	\$40,000	Q3	Fleet modernization

Total Budgeted Amount: \$245,000

## Important Notes

- This budget is for long-term assets only, not for operational expenses.
- All expenditures should be supported by detailed justifications and approvals.
- Monitor actual spend against this budget periodically to ensure financial control.
- Adjustments to this budget may require further review and authorization.