

Capital and Operating Expense Breakdown

1. Capital Expenses (CapEx)

Description	Estimated Cost	Notes
Office Renovation	\$25,000	Initial fit-out, furniture & fixtures
IT Infrastructure	\$18,500	Servers, computers, networking equipment
Production Equipment	\$30,000	Machinery and tools for manufacturing
Vehicles	\$15,000	Delivery van
Total CapEx	\$88,500	

2. Operating Expenses (OpEx)

Description	Monthly Cost	Notes
Salaries & Wages	\$12,000	For 5 employees
Utilities	\$800	Electricity, water, internet
Office Supplies	\$400	Stationery, consumables
Maintenance	\$600	Equipment and facilities
Transportation	\$500	Fuel and vehicle upkeep
Total Monthly OpEx	\$14,300	

Important Notes:

- CapEx refers to one-time, long-term investments, while OpEx covers ongoing, day-to-day operational costs.
- All cost figures are estimates and should be verified before final approval.
- This document assists in budgeting, forecasting, and financial planning.
- Regular review and updates are recommended to ensure data accuracy.