

# Capital Expenditure Budget Statement

Company Name	Example Corporation Ltd.
Financial Year	2024 - 2025
Date Prepared	01 June 2024
Prepared By	John Doe, Finance Manager
Reviewed By	Jane Smith, Auditor

## Capital Expenditure Summary

Project / Asset	Department	Budgeted Amount (\$)	Actual Amount (\$)	Variance (\$)	Remarks
Office Building Renovation	Administration	150,000	140,500	-9,500	Under budget
Machinery Upgrade	Production	300,000	315,000	15,000	Over budget - expedited purchase
IT Infrastructure	IT	80,000	75,000	-5,000	-
Vehicles	Logistics	120,000	118,000	-2,000	Negotiated discount
<b>Total</b>		<b>650,000</b>	<b>648,500</b>	<b>-1,500</b>	

## Approvals

Approved By	Mary Evans, CFO
Date of Approval	15 June 2024

## Important Notes:

- This statement must be supported by invoices, purchase orders, and payment records for verification.
- All deviations from the budget should be justified with valid reasons and necessary approvals.
- Ensure that the asset capitalization policies are followed as per company and statutory guidelines.
- Regular review and audit of capital expenditures help maintain financial discipline and transparency.