

Capital Expenditure Plan

Enterprise Details

Business Name:	ABC Small Enterprise
Date:	June 1, 2024
Prepared By:	Jane Doe
Fiscal Year:	2024-2025

Summary of Capital Expenditures

#	Item/Asset	Description	Quantity	Estimated Cost (USD)	Planned Purchase Date	Priority
1	Computers	Laptops for new staff	5	4,000	July 2024	High
2	Office Furniture	Desks & chairs	6 sets	3,000	August 2024	Medium
3	Printer	Multifunctional printer	1	750	July 2024	Low
4	Delivery Van	For product distribution	1	22,000	September 2024	High
Total Estimated Capital Expenditure				\$29,750		

Funding Sources

Source	Amount (USD)	Status
Company Savings	15,000	Confirmed
Bank Loan	10,000	Pending Approval
Investor Contribution	4,750	Projected

Implementation Timeline

Milestone	Expected Completion
Purchase of Computers & Printer	July 2024
Acquisition of Furniture	August 2024
Procurement of Delivery Van	September 2024

Approval

Manager Name

John Smith

Signature

Date

Important Notes:

- This plan assists in efficient allocation and tracking of capital investments.
- Approved capital expenditures should be periodically reviewed against budget and needs.
- Adjustments may be required based on funding availability and market conditions.
- Retain supporting quotations and approval records for audit and reference purposes.