

# Capital Expenditure Forecast Template

## Company Details

|              |                         |
|--------------|-------------------------|
| Company Name | Sample Corporation Ltd. |
| Prepared By  | Jane Doe                |
| Date         | 2024-07-01              |
| Fiscal Year  | 2025                    |

## Capital Expenditure Forecast

| Project / Asset     | Description                              | Estimated Cost | Planned Start | Planned Completion | Notes                     |
|---------------------|--|----------------|---------------|--------------------|---------------------------|
| Office Renovation   | Upgrading meeting rooms & infrastructure | \$25,000       | 2025-01       | 2025-02            | Phase 1                   |
| IT Hardware Refresh | Laptops & servers replacement            | \$40,000       | 2025-03       | 2025-04            | Cycle upgrade             |
| Warehouse Expansion | Construct an additional storage area     | \$120,000      | 2025-05       | 2025-12            | Pending approval          |
| Machinery Purchase  | New packaging equipment                  | \$75,000       | 2025-06       | 2025-08            | Leasing option considered |
| Total               |  | \$260,000      |               |                    |                           |

## Project Funding Source

| Source          | Amount    |
|-----------------|-----------|
| Internal Cash   | \$150,000 |
| Bank Loan       | \$80,000  |
| Equipment Lease | \$30,000  |

## Important Notes

- Ensure all estimates are as accurate as possible; update regularly as new information becomes available.
- Review potential risks, dependencies, and approval status for each project.
- Align capital expenditure plans with strategic business objectives and overall budget constraints.
- Maintain supporting documentation and justifications for each major expenditure.
- Forecasts should be reviewed with relevant stakeholders before finalization.

