

# Demand and Supply Forecast Structure

## 1. Executive Summary

Brief overview of the demand and supply forecast, key findings, and recommendations for stakeholders.

## 2. Objective

Outline the purpose of the forecast and its scope, including the period, products/services, and relevant regions.

## 3. Methodology

Description of data sources, models, and assumptions used in the forecasting process.

## 4. Historical Data Analysis

Year	Demand	Supply	Notes
2021	10,000 units	12,000 units	Stable market
2022	11,500 units	13,000 units	Gradual increase
2023	13,000 units	14,000 units	Growing demand

## 5. Forecasted Demand and Supply

Year	Forecasted Demand	Forecasted Supply	Variance
2024	14,500 units	15,500 units	+1,000 units
2025	16,000 units	16,200 units	+200 units
2026	17,500 units	17,000 units	-500 units

## 6. Key Assumptions

- No significant economic disruptions anticipated.
- Supply chain remains stable.
- Market demand continues to grow at predicted rates.

## 7. Risks and Mitigation Strategies

- Supply disruptions — develop alternative sourcing plans.
- Market volatility — regularly review and update forecasts.
- Regulatory changes — monitor policy developments.

## 8. Conclusion

Summary of forecast insights and recommended actions for alignment of demand and supply.

## Important Notes

- Forecasts are based on current data and assumptions; regular updates are essential.
- Engage cross-functional teams for improved accuracy.
- Document limitations and uncertainties transparently.
- Use visual aids (charts, graphs) to enhance clarity where possible.
- Align the forecast with organizational goals and strategic planning.