

Quarterly Sales Forecast Template

Company: [Your Company Name]

Quarter: [Q1 / Q2 / Q3 / Q4]

Year: [2024]

Prepared By: [Your Name]

Date: [MM/DD/YYYY]

Sales Forecast Overview

Product / Service	Unit Price	Forecasted Qty	Total Forecasted Sales
Product A	\$120	350	\$42,000
Product B	\$85	250	\$21,250
Service C	\$200	80	\$16,000
Total Forecasted Sales			\$79,250

Monthly Breakdown

Month	Forecasted Sales
Month 1	\$25,000
Month 2	\$27,500
Month 3	\$26,750
Total	\$79,250

Key Assumptions

- Sales prices remain constant throughout the quarter.
- Forecasted quantities are based on historical sales and market trends.
- No major disruptions in supply chain or external factors.

Important Notes

- Quarterly sales forecasts are estimates and should be updated regularly as new data becomes available.
- Use this document for planning, budgeting, and performance analysis.
- Clearly state the assumptions used to create the forecast for transparency.
- Review with relevant stakeholders to ensure alignment and accuracy.