



FINANCIAL CHECKUP

Do you think you might need some help understanding or managing the finances of your business?

Answer these few questions and see how you do!

- 1) Do you have your personal monies and your business monies in separate accounts? Yes No
- 2) Are your expenses greater than your income? Yes No Sometimes
- 3) Do you ever fall behind on your rent or utility bills? Yes No Sometimes
- 4) For the most part, do you prepay your vendors, use a credit card or have accounts with them? Prepay Card Account
- 5) Do you ever lose sleep worrying about money? Yes No Sometimes
- 6) Do you keep track of your business income and expenses so you know how you are doing? No Weekly Monthly
- 7) Do you know your credit score? Yes No Not sure
- 8) Do you pay yourself? Yes No Sometimes
- 9) Do you have an adequate emergency fund (3 months)? Yes No Not sure
- 10) Do you understand your rent agreement? Yes No Not sure
- 11) Do you know the permits and licenses you need for your business? Yes No Not sure
- 12) Do you feel like you can invest in your business the way you want to either with your own funds or by being eligible for a loan? Yes No Not sure

How did you do?

If your answers to these questions make you uncomfortable – don't panic!
But do seek information on how you can better understand and manage your finances.

*If your business is in Boston, contact the Office of Business Development:
Email Betsy.Cowan@boston.gov or call 617.635.0331 to learn who might be able to help you.

