[*Your Name*]

[*Your Title*]

[*Business Name*]

[*Main Business Address*]

**ABN:** [*ABN*]

**ACN:** [*ACN*]

[*Business Name*]

Business Plan

**Prepared:** [*Date prepared*]

## The Business

### Registration details

**Business name:** [*Enter your business name as registered in your state/territory.*]

**Trading name(s):** [*Registered trading name(s).*]

**Date registered:** [*Date business name registered.*]

**Business structure:** [*Sole trader, partnership, trust, company.*]

**ABN:** [*Registered Australian Business Number.*]

**ACN:** [*Registered Australian Company Number, if applicable.*]

### Business premises

**Property Holdings:** [*Describe the location and size of the properties you own*]

### Business details

**Background Information:** *[Scale and type of operation]*

### **Organisation Structure:***[Outline your business structure. If your accountant has a group organisation chart please attach.]*

### Management & ownership

**Names of owners:** [*List all of the business owners & their relationship to the business.*]

**Detail farming history and experience of ownership:** [*Detail any relevant qualifications and number of years experience in the industry]*

### Finances

#### Key objectives & financial review

**Financial objectives** *[List your key financial objectives and any future changes to the business’ financial position envisaged over the next five years. Also list your main financial management goals such as cost reduction targets and any planned farm/plant/machinery purchases.]*

**Past financial analysis** *[Explain how your last three years trading have differed to normal seasonal conditions]*

### Innovation

**Development & innovation activities** *[What activities will you implement to encourage innovation in your business and how will they benefit/impact the business?]*

### Operations

**Plant & equipment** [*List your current plant and equipment purchases.*]

| Equipment | Adequate for current operations Y/N |
| --- | --- |
|  |  |
|  |  |
|  |  |

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### Risk management

### *[List the potential risks (in order of likelihood) that could impact your business.]*

| Risk | Likelihood | Impact | Strategy |
| --- | --- | --- | --- |
| [*Description of the risk and the potential impact to your business.*] | [*Highly Unlikely, Unlikely, Likely, Highly Likely*] | [*High, Medium, Low*] | [*What actions will you take to minimise/mitigate the potential risk to your business?*] |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

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### Sustainability plan

**Environmental/resource impacts***[Briefly describe the impact your business could potentially have on the environment and your how you plan to manage this .]*

### S.W.O.T. analysis

*[List each of your businesses strengths, weaknesses, opportunities or threats in the table below.]*

| Strengths | Weaknesses |
| --- | --- |
|  |  |

| Opportunities | Threats |
| --- | --- |
|  |  |

### 

### The Future

#### Vision statement

*[Briefly outline your future plan for the business and include your overall goals.*]

#### Mission statement

[*how will you achieve your vision?*]

#### Goals/objectives

[*What are your short & long term goals? What activities will you undertake to meet them?*]