[Your name]

[Your title]

[Business name]

[Main business address]

**ABN:** [ABN number]

**ACN:** [ACN number]

[Business name]

Business Plan

**Prepared:** [Insert date]

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 and ownership

**Names of owners:**

[List all the business owners and their relationship to the business]

**Farming history and experience of ownership:**

[Detail any relevant qualifications and number of years’ experience in the industry]

Finances

Key objectives and 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 or machinery purchases]

**Past financial analysis:**

[Explain how your last three years trading have differed to normal seasonal conditions]

Operations

**Plant, equipment and infrastructure:**

[List your current plant, equipment and infrastructure]

|  |  |
| --- | --- |
| Plant, equipment, infrastructure | Adequate for current operations (yes/no) |
|  |  |
|  |  |
|  |  |

Drought

**Drought impact statement:**

[Detail the impact that drought has on your business]

Risk management

[List the potential risks (including climate risks such as drought, 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] | [Actions you will take to minimise/mitigate the potential risk to your business] |
|  |  |  |  |
|  |  |  |  |

Sustainability plan

**Environmental/resource impact statement:**

[Briefly describe the impact your business could potentially have on the environment and how you plan to manage this]

SWOT analysis

[List each of your business’ strengths, weaknesses, opportunities, and threats in the table below]

|  |  |
| --- | --- |
| Strengths |  |
| Weaknesses |  |
| Opportunities  |  |
| Threats |  |

The Future

**Vision statement:**

[Briefly outline your future plan and overall goals for the business, including your goals for drought and climate resilience]

**Mission statement:**

[How you will achieve your vision]

**Goals/objectives:**

[Your short and long term goals and what activities you will undertake to achieve them]