The Business Money Setup

Small Business Warchest -- Tool #001

1 | THE BIG PICTURE -- KEEP IT SIMPLE. KEEP IT SEPARATE.

Your business doesn't need 10 bank accounts and a complicated system. It needs a system you understand and can consistently maintain. Use this guide to identify where your business money is going, what each account is for, and where you may have some cleanup to do.

2 | CHECK YOUR SETUP -- BUSINESS BANKING

- ☐ I have a dedicated business checking account
- ☐ Business income goes into my business account
- ☐ Business expenses are paid from my business account
- ☐ I have a separate place for tax savings
- ☐ I know which credit cards are used for business
- ☐ Personal spending is kept separate

WHY IT MATTERS

When business and personal money are mixed together, bookkeeping takes longer and it becomes harder to see how the business is actually performing. Keeping them separate gives you clarity, better decisions, and fewer headaches at tax time.

> *Quick Tip: If you're not sure which account is for what... that's a sign it's time to get organized.*

3 | MY ACCOUNTS

Account	What is it for?	How often do I use it?
Checking		
Savings		
Credit Card		
Tax Savings		
Other		

WHERE DOES THE MONEY GO?

Business income comes from:

My regular business expenses include:

- ☐ Rent / workspace
- ☐ Vehicles / fuel
- ☐ Supplies
- ☐ Software / subscriptions
- ☐ Advertising
- ☐ Insurance
- ☐ Payroll / contractors

Other: _____

MY BIGGEST PROBLEM RIGHT NOW

Check the one (or more) that's holding you back.

- ☐ Personal & business spending are mixed
- ☐ I don't track expenses consistently
- ☐ I don't know where my money is going
- ☐ I don't reconcile my accounts regularly
- ☐ I have too many accounts / cards
- ☐ My books need cleanup

MY 3-STEP ACTION PLAN

Turn your checklist into action. Pick 1-3 things to focus on right now.

1 | FIX FIRST	2 | DO NEXT	3 | KEEP DOING

My target date: _____

Warchest Tip: Don't try to fix everything at once. Start by making your money easier to understand.

You build it. We'll keep it on track.