

Indirect Costs Worksheet



Homes

Indirect Costs are costs related to the overall running of your business - your overhead costs (i.e. rent or mortgage, owner's draw, marketing, licensing fees, insurance, etc.). Indirect costs occur regardless of how many children you care for. Shown below is a sample of what some of the indirect costs might be for your business for one month.

Expense Item	Monthly Cost	Possible Suppliers or Vendors
Salary and Wages		
Owner's Draw	_____	
Employee Benefits	_____	_____
Administrative Costs		
Accounting/Legal	_____	_____
Cleaning and First Aid Supplies	_____	_____
CPR/First Aid Training	_____	_____
Dues	_____	_____
Equipment	_____	_____
Insurance	_____	_____
Licensing Fees	_____	_____
Loan Payment	_____	_____
Marketing/Advertising	_____	_____
Mortgage/Rent	_____	_____
Office Supplies	_____	_____
Professional Development	_____	_____
Repairs/Maintenance	_____	_____
Subscriptions to Publications	_____	_____
Telephone	_____	_____
Transportation/Mileage	_____	_____
Utilities	_____	_____
Reserve	_____	_____
Other: _____	_____	_____
Total Indirect Costs per Month	_____	
Divide by 4.3		
Total Indirect Costs per Week	_____	