

# 13-Week Cash Flow Forecast

Short-term weekly rolling cash flow for UK small businesses

## HOW TO USE

1. Enter your business name and the week start date in the blue cells at the top.
2. Enter your opening balance for Week 1 in the blue cell.
3. Enter expected cash receipts and payments for each week in the blue input cells.
4. Net Cash Flow and Closing Balance calculate automatically each week.
5. Week ending dates are derived automatically from your start date.

## CLEARING THE SAMPLE DATA

The blue cells contain example figures. Select them and press Delete to enter your own. The white cells are calculated and update automatically.

## REMOVING THE FOOTER CREDIT

A small OpenSheets credit prints in the page footer. You are welcome to keep it, but you can remove it from Page Layout, Page Setup, Header/Footer.

## NOTES

Blue cells are your inputs. White cells are calculated and protected. The sheet is protected so only blue cells can be edited. No password is needed to unprotect if you want to change the layout.

Free template from

[OpenSheets.co.uk](https://www.opensheets.co.uk)

Professional spreadsheet templates for UK small businesses.

Going digital for Making Tax Digital?

[aligned.tax](https://aligned.tax)

MTD for Income Tax bridging and compliance for sole traders and landlords.

# 13-Week Cash Flow Forecast

Add your logo here

Business name: Example Trading Ltd

Week start date: 07/04/2025

TOTAL CASH IN	TOTAL CASH OUT	NET CASH FLOW	WEEK 13 CLOSING BALANCE
£122,200.00	£82,550.00	£39,650.00	£54,650.00

Week ending:	13/04/2025	20/04/2025	27/04/2025	04/05/2025	11/05/2025	18/05/2025	25/05/2025	01/06/2025	08/06/2025	15/06/2025	22/06/2025	29/06/2025	06/07/2025	Total
<b>Description</b>	<b>Week 1</b>	<b>Week 2</b>	<b>Week 3</b>	<b>Week 4</b>	<b>Week 5</b>	<b>Week 6</b>	<b>Week 7</b>	<b>Week 8</b>	<b>Week 9</b>	<b>Week 10</b>	<b>Week 11</b>	<b>Week 12</b>	<b>Week 13</b>	<b>Total</b>
<b>Opening Balance</b>	£15,000.00	£17,470.00	£19,920.00	£23,270.00	£26,140.00	£28,990.00	£32,040.00	£35,810.00	£39,560.00	£42,310.00	£44,680.00	£47,430.00	£50,780.00	
<b>CASH IN</b>														
Sales receipts	£9,000.00	£8,500.00	£10,000.00	£9,200.00	£8,800.00	£9,500.00	£10,200.00	£9,800.00	£9,100.00	£8,700.00	£9,300.00	£9,600.00	£10,500.00	£122,200.00
Other income														
Loan proceeds														
Other cash in														
<b>Total Cash In</b>	<b>£9,000.00</b>	<b>£8,500.00</b>	<b>£10,000.00</b>	<b>£9,200.00</b>	<b>£8,800.00</b>	<b>£9,500.00</b>	<b>£10,200.00</b>	<b>£9,800.00</b>	<b>£9,100.00</b>	<b>£8,700.00</b>	<b>£9,300.00</b>	<b>£9,600.00</b>	<b>£10,500.00</b>	<b>£122,200.00</b>
<b>CASH OUT</b>														
Purchases/Cost of goods	£3,500.00	£3,200.00	£3,800.00	£3,300.00	£3,100.00	£3,600.00	£3,400.00	£3,200.00	£3,500.00	£3,300.00	£3,700.00	£3,400.00	£3,600.00	£44,600.00
Wages and salaries	£2,200.00	£2,200.00	£2,200.00	£2,200.00	£2,200.00	£2,200.00	£2,200.00	£2,200.00	£2,200.00	£2,200.00	£2,200.00	£2,200.00	£2,200.00	£28,600.00
Rent and rates	£650.00	£650.00	£650.00	£650.00	£650.00	£650.00	£650.00	£650.00	£650.00	£650.00	£650.00	£650.00	£650.00	£8,450.00
Utilities	£180.00			£180.00				£180.00		£180.00			£180.00	£900.00
VAT payments														
Loan repayments														
Other cash out														
<b>Total Cash Out</b>	<b>£6,530.00</b>	<b>£6,050.00</b>	<b>£6,650.00</b>	<b>£6,330.00</b>	<b>£5,950.00</b>	<b>£6,450.00</b>	<b>£6,430.00</b>	<b>£6,050.00</b>	<b>£6,350.00</b>	<b>£6,330.00</b>	<b>£6,550.00</b>	<b>£6,250.00</b>	<b>£6,630.00</b>	<b>£82,550.00</b>
<b>Net Cash Flow</b>	<b>£2,470.00</b>	<b>£2,450.00</b>	<b>£3,350.00</b>	<b>£2,870.00</b>	<b>£2,850.00</b>	<b>£3,050.00</b>	<b>£3,770.00</b>	<b>£3,750.00</b>	<b>£2,750.00</b>	<b>£2,370.00</b>	<b>£2,750.00</b>	<b>£3,350.00</b>	<b>£3,870.00</b>	<b>£39,650.00</b>
<b>Closing Balance</b>	<b>£17,470.00</b>	<b>£19,920.00</b>	<b>£23,270.00</b>	<b>£26,140.00</b>	<b>£28,990.00</b>	<b>£32,040.00</b>	<b>£35,810.00</b>	<b>£39,560.00</b>	<b>£42,310.00</b>	<b>£44,680.00</b>	<b>£47,430.00</b>	<b>£50,780.00</b>	<b>£54,650.00</b>	

Self-check: OK - Balanced