

Financial Health Checklist For Small Business Owners

BUDGET MANAGEMENT

Cash-flow problems strike most small business owners. But you can avoid them by creating and managing realistic budgets—at work and home. Monitor your income, expenses, inventory, and cash, adjusting and rebalancing when required to cover your fixed costs and maintain a cash reserve.

Also, meet with your tax professional regularly to maximize your business deductions. This may include timing of income and expenses and saving for retirement in the most tax-efficient way.

RISK MANAGEMENT

Protect your business with adequate insurance coverage. Businesses have any number of risks and having coverage can alleviate some of your stress.

Perhaps the most important risk to cover is to ensure that your family will be financially secure should the unthinkable happen. Make sure you have adequate life insurance. Also, disability insurance to help protect your personal earnings potential if you're ill or injured and unable to work.

EYEING THE END

Even if retiring is a long way down the road, create a succession plan. Unpredictable events can hasten your exit. Identify and document who will take over the company in your absence, and, if that means selling it, determine how you'll get paid. Work with your legal, tax and financial professionals to properly draft



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