

Capital Expenditure Planning Sheet

Firm Name

Enter firm name

Planning Period

E.g., 2024-2025

Prepared By

Name

Date

Planned Capital Expenditures

Asset/Project	Category	Estimated Cost	Planned Acquisition Date	Purpose/Justification

Planned Funding Source(s)

E.g., Bank loan, retained earnings

Expected Benefits or Cost Savings

Describe how this investment will benefit the firm...

Additional Notes