

DISABILITY BUSINESS OVERHEAD EXPENSE (BOE) INSURANCE WORKSHEET



WHAT DOES IT TAKE TO KEEP YOUR DOORS OPEN EACH MONTH?

As a business owner you have spreadsheets, balance sheets, profit and loss statements, tax filings – a multitude of documents that will tell you how much money it takes to keep your business operating. The expenses on those financial statements wouldn't stop if you became disabled and the business's income was reduced or stopped altogether. Any good business plan includes managing the risk of potential threats.

To ensure your business continued to operate in that scenario, what ongoing expense obligations would you have even if your disability prevented you from contributing to the organization? Take a few minutes to do the math.

A BOE disability insurance policy would reimburse you, the business owner, for these overhead expenses incurred if you became disabled. And BOE premiums are generally tax deductible as a business expense.

FACILITIES

Rent	\$ _____
Utilities	\$ _____
Telephone/Internet	\$ _____
Computers/Support	\$ _____
Leased equipment	\$ _____
Office supplies	\$ _____
Business auto	\$ _____
SUBTOTAL	\$ _____

ACCOUNTING

Business loan	\$ _____
Bank charges	\$ _____
Depreciation	\$ _____
Billing/Collection	\$ _____
Taxes	\$ _____
SUBTOTAL	\$ _____

PROFESSIONAL FEES

Accounting	\$ _____
Legal	\$ _____
Billing	\$ _____
Marketing	\$ _____
Dues	\$ _____
Licenses	\$ _____
SUBTOTAL	\$ _____

INSURANCE PREMIUMS

Liability	\$ _____
Casualty	\$ _____
Malpractice	\$ _____
Auto	\$ _____
Workers' comp	\$ _____
SUBTOTAL	\$ _____

EMPLOYEE EXPENSES

Salaries*	\$ _____
Benefits	\$ _____
SUBTOTAL	\$ _____

SERVICES

Maintenance/Repairs	\$ _____
Cleaning	\$ _____
Laundry	\$ _____
Security	\$ _____
Landscaping	\$ _____
SUBTOTAL	\$ _____

OTHER(S)

_____	\$ _____
_____	\$ _____
SUBTOTAL	\$ _____

TOTAL \$ _____

*minus owner salary



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(we recommend low-load permanent life insurance and annuities when possible)

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