

Finance -(business studies) Cheat Sheet by 2spoons (2spoons) via cheatography.com/172853/cs/36330/

| Sources of finance | | | | | |
|--|---|--|--|--|--|
| }There are many sources of finance. Finance can be used to: buy stock/products, advertising, create websites, taxes, wages, rent, buy machinery | New share issue -shares represent ownership of a company | Bank Loan - a set amount of money borrowed from the bank, normally for a specific purpose to be paid back over a period of time | Hire purchase - spreading the cost of an asset over a period of time | | |
| Examples of internal sources of finance: family & friends, retained profits, sales of assets | -shareholders will receive a dividend (a share of the profits) and be given a voting right (one voter per share) | -interest has to be paid on the amount borrowed eg. 5years with a fixed interest rate 6% of the initial sum yearly | -the asset is received by the business immediately but paid for in regular instal- ments | | |
| Examples of external sources of finance: new shares, bank loans, mortgages, overdraft, hire purchase government grants or trade credits | -the amount of dividend payable will vary year on year and depends on: profit levels and company objectives | -banks may require security on the loan, known as collateral. This can be an asset of the business owner or the company e.g. house, factory | - after all payments have been made the asset belongs to the business | | |
| Trade credit - when a customer is allowed to purchase goods or services and pay the supplier at a later scheduled date | | Mortgage - a type of long term loan secur normally a building | ed against an asset, | | |

| Cash Flow | | | |
|--|--|--|---|
| If cash outflow is higher than cash inflow over a period time then cash in hand will decrease. At some point it may run out. | Cash Flow Statements- a record of all the cash flowing into and out of the business. It is normally produced monthly but can be any time frame e.g. weekly | Cash flow forecast - the process of predicting future cash inflows and outflows. This allows a business to identify any potential negative closing balances in advance and therefore take action: speed-up or increase cash inflows, slow down or reduce cash outflows, arrange an overdraft | Cash Flow problems - when a business is spending more money than one is currently earning; not having money. |
| net cash flow - the difference between total cash in and cash out | Opening balance - cash available at the start of the month | -can monitor actual cash flow against predicted | -if a business does have a cash flow problem this can be serious and they may need to take corrective action |



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| Cash Flow (cont) | | |
|--|--|---|
| Closing balance - cash available at the end of the month | -can help set targets for future years | -businesses do fail as a result of cash flow problems so it is important to find a solution |
| | -allows a business to identify positive closing balances: if too high can be seen as being too careful | - a solution to improve cash flow is to strate- gically sell products |



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