

Forward financial thinking

Completing Your Financial Spreadsheet

Forward financial thinking

REGULATORY
EXPERTISE

BUSINESS
SUPPORT

FINANCIAL
TECHNOLOGY



Simplybiz

We deliver more value and control to financial professionals.

Combining regulatory expertise with the most comprehensive technology platform in the market, we help financial professionals operate more effectively.

Who we are

Award winner in business and regulatory support for retail financial services.



Part of Fintel plc, the leading provider of fintech and support services to the UK retail financial services sector

What we do

We help over 30% of the directly authorised intermediary market to operate more effectively.

- Delivering more income, freedom and control to financial professionals.

How we do it

An integrated compliance and technology platform.

- Delivering cost and tech driven efficiencies
- Flexible services adapted to your needs





Completing Your Financial Spreadsheet

Please ensure you:

- Click to move onto the next slide.
- Have your volume turned up.
- Click each demonstration video to play.



Completing Your Financial Spreadsheet

A short, horizontal teal line positioned below the title text.



Completing Your Financial Spreadsheet

The spreadsheet we have made available has been designed to enable you to prepare your financial forecasts.

It has been designed with the following points in mind:

- FCA requirements – FCA has prepared specific template sheets depending on the firm's business model, legal structure and size. These cannot be amended.
- The FCA templates do not tell the whole story, and additional information is required to be submitted.
- Sound and considered financial forecasts are an important element of your planning for being a Directly Authorised business.
- A well-presented Business Plan and Financial Spreadsheet will give the FCA a good feel about your business.
- The spreadsheet is intended for use by businesspeople rather than Accountants. It provides the required data in a simple and easy to use format.
- It is easy to follow and reduces duplication of input as much as possible.
- Formulas are protected to reduce the risk of errors.



Completing Your Financial Spreadsheet

The spreadsheet contains a number of tabs. They should be worked through in order and include:

- Guidance – please read this tab and refer back to it when necessary
- Historic & current data – for existing businesses historical data and expectations for the current year.
- Historic & current data – for newly established businesses it captures initial funding and preauthorisation income/expenditure.
- Year 1 Monthly P&L – captures income & expenditure on a monthly basis and calculates profit
- Year 1 Balance Sheet – prepares a monthly balance sheet and allows a firm to check it will meet capital adequacy
- 3-year P&L – captures income & expenditure on an annual basis for 3 years of trading
- 3-year Balance sheet – prepares balance sheets for each of 3 years trading
- FCA template – this should prepopulate based on figures input in other sheets.

Additional sheets:

- Cash Flow – Investment firms are required to provide a cashflow. This tab prepopulates
- FCA P&L tab – for mortgage firms FCA include a P&L tab – most of this prepopulates



Completing Your Financial Spreadsheet

Important Points to Note:

- Ensure the spreadsheet is suitable for your business.
- Gather historical data.
- Enter data only in blue cells (yellow for mortgage spreadsheets).
- Use whole pounds, no pence.
- Leave cells blank if the value is zero.
- Avoid entering data in white cells to prevent errors.
- Copy and paste data where applicable.
- Data in blue cells can be overwritten if needed.
- Expenditure is grouped together.



Demonstration





Revenue & Expenditure			Historic Year	Historic Year	Current Year	Please show assumptions used in the current years revenue and expenditure. Include explanations for large changes in historic accounts.
			[please input financial year here]	[please input financial year here]	[please input financial year here]	
Stream 1	Regulated					
Stream 2	Non regulated - Financial Services				0	
Stream 3	Non regulated - other					
Total			0	0	0	
Operating Expenses						
Operating Profit			0	0	0	
Interest Cost					0	
Profit before Tax			0	0	0	
Tax						
Profit after Tax			0	0	0	
Dividends						
Retained Profit			0	0	0	
Balance Sheet						
Fixed/Non Current Assets						
Investments					0	
Other Non Current Assets	Property, equipment					
Total			0	0	0	
Current Assets						
Debtors	Fees and commissions owed			0	0	
Cash	Bank accounts and cash					
Other Current Assets	Loans by the business			0	0	
Total			0	0	0	
Total Assets		A	0	0	0	
Current Liabilities						
Short Term Borrowings					0	
Trade Creditors					0	
Other Current Liabilities						
Total			0	0	0	
Non Current Liabilities						
Long Term Borrowings	Bank or Subordinated loans				0	
Other non current Liabilities					0	
Total			0	0	0	
Total Liabilities		B	0	0	0	
Net Assets			0	0	0	
Share Capital						
Retained Earnings						
Total Equity		C	0	0	0	
Balance sheet check (A-B-C=0)			0	0	0	



			Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Annual	Explain assumptions used	
2																	
3																	
4	Investment - include initial, ongoing, fees and commission	Investment														0	
5		Pension														0	
6	Protection - include initial, trail, fees and commission	Protection														0	
7		General Insurance														0	
8		Life, CI, Income protection etc														0	
9		Household, landlords etc														0	
10		First charge (excluding lifetime mortgages)														0	
11		Second Charge														0	
12		Equity Release/Lifetime mortgages														0	
13		Consumer Buy-to-Let														0	
14		Other														0	
15		Explain what this is														0	
16		Buy-to-let														0	
17		Commercial mortgages														0	
18		Other														0	
19		Explain what this is														0	
20		Financial services unregulated														0	
21		Other income														0	
22		will writing, introduction income, interest														0	
23		Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
24																0	
25																0	
26																0	
27																0	
28																0	
29																0	
30																0	
31																0	
32																0	
33																0	
34																0	
35																0	
36																0	
37																0	
38																0	
39																0	
40																0	
41																0	
42																0	
43																0	
44																0	
45																0	
46																0	
47																0	
48																0	
49																0	
50																0	
51																0	



		Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Annual	
4	Fixed/Non Current Assets														
5	Investments													0	
6	Other Non Current Assets	Property, equipment	0	0	0	0	0	0	0	0	0	0	0	0	
7	Total		0	0	0	0	0	0	0	0	0	0	0	0	
8														0	
9	Current Assets														
10	Debtors	Fees and commissions owed												0	
11	Cash	Bank accounts and cash	16,500	13,000	19,700	26,200	32,900	39,400	46,100	52,600	59,300	66,000	72,700	79,400	
12	Other Current Assets	Loans by the business												0	
13	Total		16,500	13,000	19,700	26,200	32,900	39,400	46,100	52,600	59,300	66,000	72,700	79,400	
14														79,400	
15	Total Assets A	A	16,500	13,000	19,700	26,200	32,900	39,400	46,100	52,600	59,300	66,000	72,700	79,400	79,400
16														79,400	
17	Current Liabilities														
18	Short Term Borrowings													0	
19	Trade Creditors													0	
20	Other Current Liabilities	includes tax from P&L in annual column												15,880	
21	Total		0	0	0	0	0	0	0	0	0	0	0	0	15,880
22															
23	Non Current Liabilities														
24	Long Term Borrowings	Bank or subordinated loans	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
25	Other non current Liabilities													0	
26	Total		16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
27														16,000	
28	Total Liabilities B	B	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	31,880
29															
30	Share Capital		4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
31	Retained Earnings		-3,500	-7,000	-300	6,200	12,900	19,400	26,100	32,600	39,300	46,000	52,700	59,400	43,520
32															
33	Total Equity C	C	500	-3,000	3,700	10,200	16,900	23,400	30,100	36,600	43,300	50,000	56,700	63,400	47,520
34														0	
35	Balance sheet check (A-B-C=0)		0	0	0	0	0	0	0	0	0	0	0	0	0
36															
37															
38	Capital adequacy														
39	Required capital														
40	Sub loan included in Bal sheet														
41															
42	Actual	(Equity + sub loan)	500	-3,000	3,700	10,200	16,900	23,400	30,100	36,600	43,300	50,000	56,700	63,400	47,520
43	Excess/Deficit	Actual minus Required	500	-3,000	3,700	10,200	16,900	23,400	30,100	36,600	43,300	50,000	56,700	63,400	47,520
44															
45	400% rule check														
46	Amount of permitted sub loan		2,000	-12,000	14,800	40,800	67,600	93,600	120,400	146,400	173,200	200,000	226,800	253,600	190,080
47															
48															

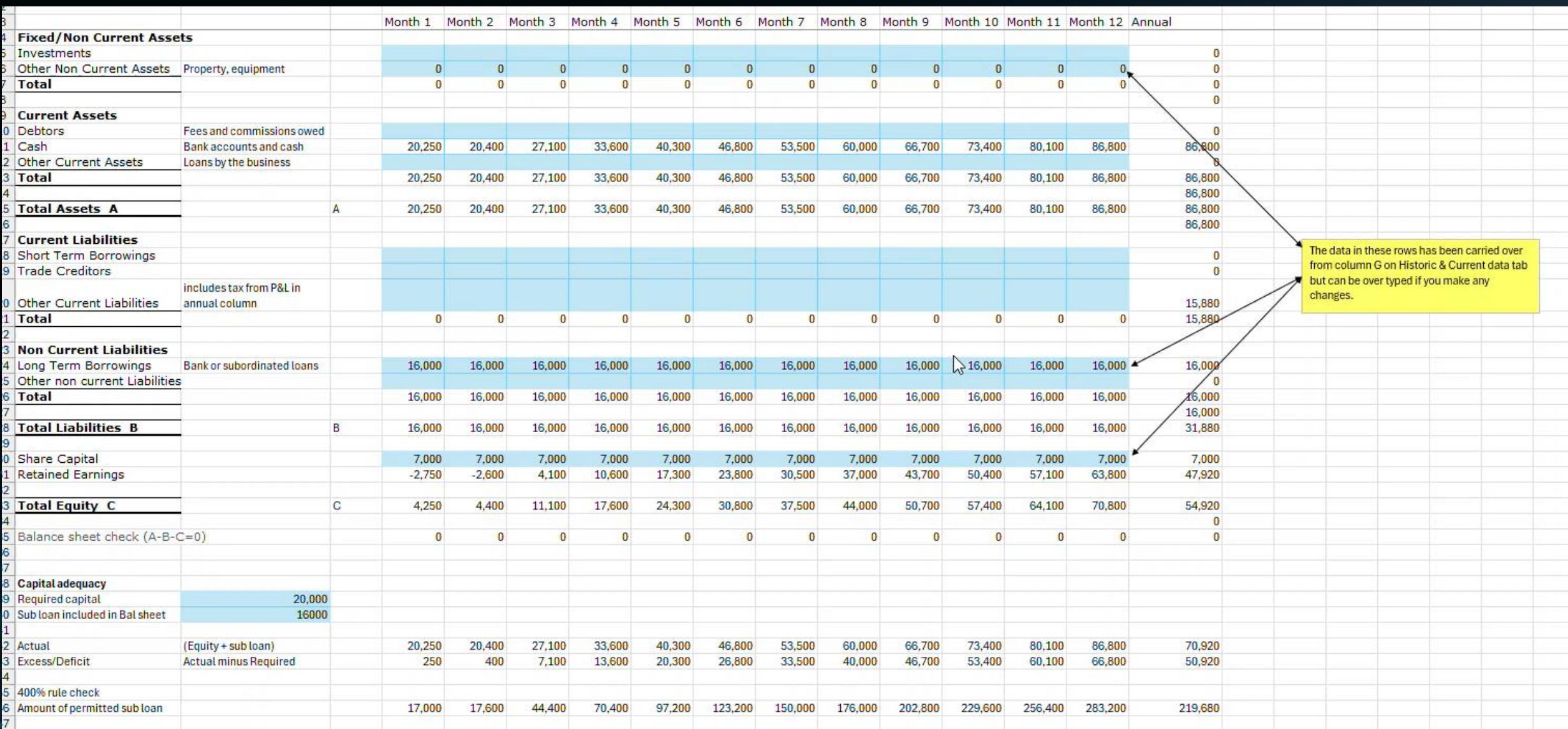


Revenue & Expenditure			Historic Year	Historic Year	Current Year	Please show assumptions used in the current years revenue and expenditure. Include explanations for large changes in historic accounts.	Please enter the date of your Financial Year End here . Figures here will be both actual (year to date) and projected (to year end). Please also enter this on the FCA Template tab so that you can see the data on there.
			31-Dec-23	31/12/2024	31/12/2025		
Stream 1	Regulated						
Stream 2	Non regulated - Financial Services						
Stream 3	Non regulated - other						
Total			0	0	0		
Operating Expenses							
Operating Profit			0	0	0		
Interest Cost							
Profit before Tax			0	0	0		
Tax							
Profit after Tax			0	0	0		
Dividends							
Retained Profit			0	0	0		
Balance Sheet							
Fixed/Non Current Assets							Note: If you have goodwill or other intangible assets on your balance sheet please do not use this spreadsheet and contact Simplybiz.
Investments					0		
Other Non Current Assets	Property, equipment				0		
Total			0	0	0		
Current Assets							
Debtors	Fees and commissions owed				0		
Cash	Bank accounts and cash				20,000		
Other Current Assets	Loans by the business				0		
Total			0	0	20,000		
Total Assets	A		0	0	20,000		
Current Liabilities							
Short Term Borrowings					0		
Trade Creditors					0		
Other Current Liabilities					0		
Total			0	0	0		
Non Current Liabilities							
Long Term Borrowings	Bank or Subordinated loans				16,000		
Other non current Liabilities					0		
Total			0	0	16,000		
Total Liabilities	B		0	0	16,000		
Net Assets			0	0	4,000		
Share Capital					4,000		
Retained Earnings					0		
Total Equity	C		0	0	4,000		
Balance sheet check (A-B-C=0)			0	0	0		



		Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8	Month 9	Month 10	Month 11	Month 12	Annual
3														
4	Fixed/Non Current Assets													
5	Investments													0
6	Other Non Current Assets	Property, equipment	0	0	0	0	0	0	0	0	0	0	0	0
7	Total		0	0	0	0	0	0	0	0	0	0	0	0
8														0
9	Current Assets													
10	Debtors	Fees and commissions owed												0
11	Cash	Bank accounts and cash	20,500	17,000	23,700	30,200	36,900	43,400	50,100	56,600	63,300	70,000	76,700	83,400
12	Other Current Assets	Loans by the business												0
13	Total		20,500	17,000	23,700	30,200	36,900	43,400	50,100	56,600	63,300	70,000	76,700	83,400
14														83,400
15	Total Assets A	A	20,500	17,000	23,700	30,200	36,900	43,400	50,100	56,600	63,300	70,000	76,700	83,400
16														83,400
17	Current Liabilities													
18	Short Term Borrowings													0
19	Trade Creditors													0
20	Other Current Liabilities	includes tax from P&L in annual column												15,880
21	Total		0	0	0	0	0	0	0	0	0	0	0	15,880
22														
23	Non Current Liabilities													
24	Long Term Borrowings	Bank or subordinated loans	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
25	Other non current Liabilities													0
26	Total		16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000
27														16,000
28	Total Liabilities B	B	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	16,000	31,880
29														
30	Share Capital		8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000	8,000
31	Retained Earnings		-3,500	-7,000	-300	6,200	12,900	19,400	26,100	32,600	39,300	46,000	52,700	59,400
32														43,520
33	Total Equity C	C	4,500	1,000	7,700	14,200	20,900	27,400	34,100	40,600	47,300	54,000	60,700	67,400
34														51,520
35	Balance sheet check (A-B-C=0)		0	0	0	0	0	0	0	0	0	0	0	0
36														
37														
38	Capital adequacy													
39	Required capital	20,000												
40	Sub loan included in Bal sheet	16000												
41														
42	Actual	(Equity + sub loan)	20,500	17,000	23,700	30,200	36,900	43,400	50,100	56,600	63,300	70,000	76,700	83,400
43	Excess/Deficit	Actual minus Required	500	-3,000	3,700	10,200	16,900	23,400	30,100	36,600	43,300	50,000	56,700	63,400
44														47,520
45	400% rule check													
46	Amount of permitted sub loan		18,000	4,000	30,800	56,800	83,600	109,600	136,400	162,400	189,200	216,000	242,800	269,600
47														206,080
48														

The data in these rows has been carried over from column G on Historic & Current data tab but can be over typed if you make any changes.



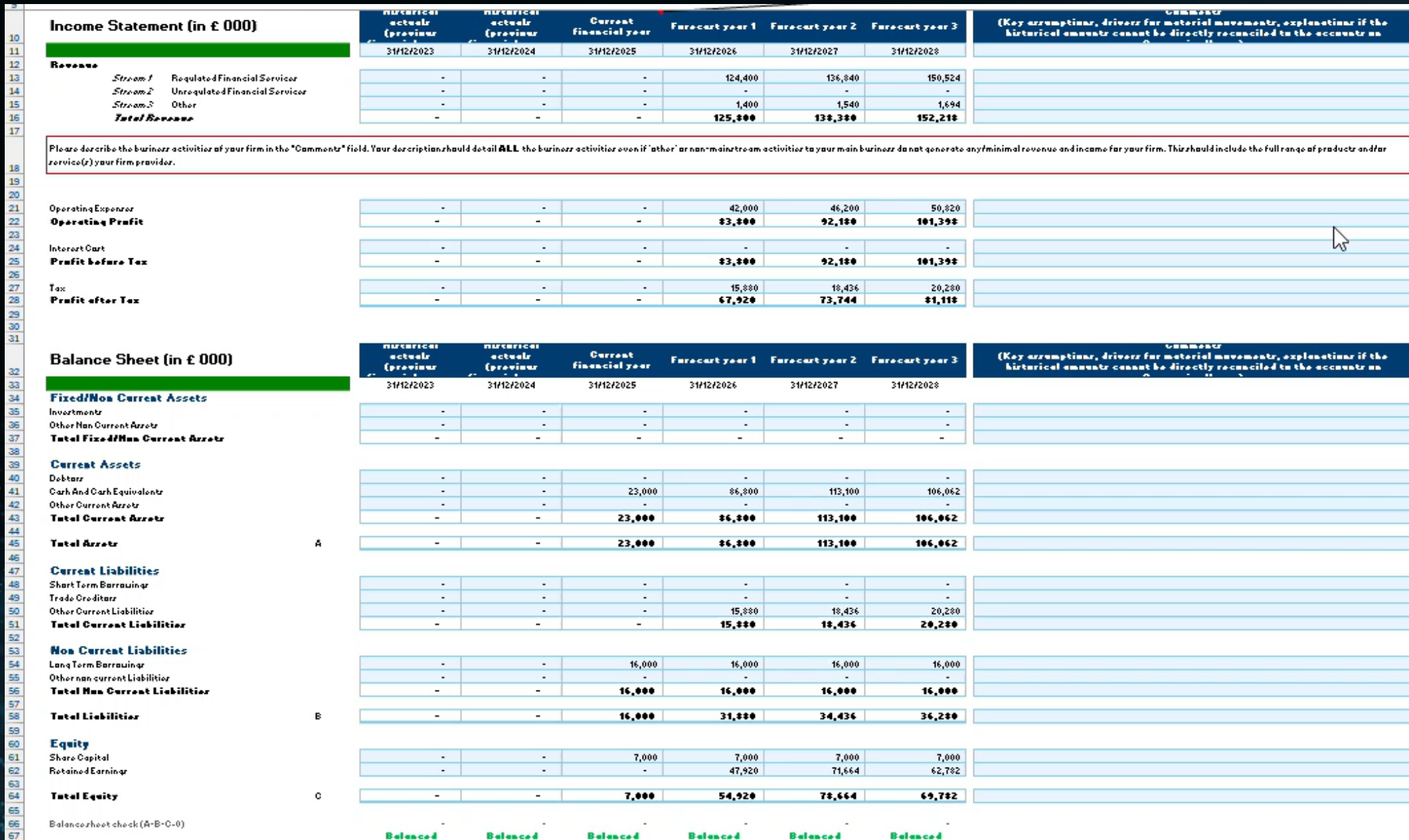


A	B	C	D	E	F	G	H
Income/Revenue			Year 1	Year 2	Year 3		
			31/12/2026	31/12/2027	31/12/2028	Assumptions	
Investment - include initial, ongoing, fees and commission	Investment		94,400				
	Pension		30,000				
Protection - include initial, trail, fees and commission	Protection	Life, CI, Income protection etc	0				
	General Insurance	Household, landlords etc	0				
Mortgage - Regulated. Include fees and commissions	First charge (excluding lifetime mortgages)	purchase, remortgage, product transfer	0				
	Second Charge	purchase, remortgage, product transfer	0				
	Equity Release/Lifetime mortgages	purchase, remortgage, product transfer	0				
	Consumer Buy-to-Let	purchase, remortgage, product transfer	0				
	Other	Explain what this is	0				
Mortgage - Unregulated. Include fees and commissions	Buy-to-let		0				
	Commercial mortgages		0				
	Other	Explain what this is	0				
Other income - unregulated business. Include all sources	Financial services unregulated	Explain what this is	0				
	Other income	will writing, introduction income, interest	1,400				
	Total		125,800	0	0		
	Regulated		124,400	0	0		
	Non regulated - Financial Services		0	0	0		
	Non regulated - other		1,400	0	0		
	Total		125,800	0	0		
	Expenditure						
	Property related	rent, utilities, rates, cleaning, repairs	6,000				
	Adviser remuneration	fees, commissions	0				
	Staff remuneration	wages, salaries, tax, NI, Pensions	26,400				
	Director remuneration	monthly wages but not dividends	0				
	Professional fees	Accountant, FCA, Simplybiz	4,200				
	PI fees		1,800				
	IT systems	Telephone bills, software costs, maintenance, web site costs	2,400				
	Post, stationery, advertising		1,200				
	Other	Any other expenses	0				
	Total		42,000	0	0		
	Operating Profit		83,800	0	0		
	Interest costs		0	0	0		
	Profit before tax		83,800	0	0		
	tax		15,880	0	0		
	Profit after tax		67,920	0	0		
	Dividends		20,000				
	Retained profit		47,920	0	0		



	A	B	C	D	E	F	G	H	I	J	K	L	M	N
1	Balance Sheet			Year 1	Year 2	Year 3								
2				31/12/2026	31/12/2027	31/12/2028								
3														
4	Fixed/Non Current Assets													
5	Investments			0	0	0								
6	Other Non Current Assets	Property, equipment		0	0	0								
7	Total			0	0	0								
8														
9	Current Assets													
10	Debtors	Fees and commissions owed		0										
11	Cash	Bank accounts and cash		86,800										
12	Other Current Assets	Loans by the business		0										
13	Total			86,800	0	0								
14														
15	Total Assets A		A	86,800	0	0								
16														
17	Current Liabilities													
18	Short Term Borrowings			0										
19	Trade Creditors			0										
20	Other Current Liabilities			15,880	18,436	20,280								
21	Total			15,880	18,436	20,280								
22														
23	Non Current Liabilities													
24	Long Term Borrowings	Bank or subordinated loans		16,000	16,000	16,000								
25	Other non current Liabilities			0										
26	Total			16,000	16,000	16,000								
27														
28	Total Liabilities B		B	31,880	34,436	36,280								
29														
30	Share Capital			7,000	7,000	7,000								
31	Retained Earnings			47,920	71,664	62,782								
32														
33	Total Equity C		C	54,920	78,664	69,782								
34														
35	Balance sheet check (A-B-C=0)			0	-113,100	-106,062								
36														
37														
38	Capital adequacy													
39	Required capital			20,000	20,000	20,000								
40	Sub loan included in Bal sheet			16,000	16,000	16,000								
41														
42	Actual	(Equity + sub loan)		70,920	94,664	85,782								
43	Excess/Deficit	Actual minus Required		50,920	74,664	65,782								
44														
45	400% rule check													
46	Amount of permitted sub loan			219,680	314,656	279,130								
47														

The data for years 2 & 3 has been taken from year 1 but can be overtyped if there is any change.





Summary





Summary

- **Historic and Current Data:** Input historic financial data, including regulated and non-regulated income, expenditure, and assets.
- **Profit and Loss Account:** Create a first-year profit and loss account with monthly income and expenditure, including sporadic non-regulated income.
- **Balance Sheet:** Prepare the year-one balance sheet, ensuring capital adequacy by adjusting dividends, capital, and early income.
- **Three-Year Projection:** Provide a three-year income projection with a 10% annual increase, calculating total income, expenditure, profit, and tax.
- **Three-Year Balance Sheet:** Complete the three-year balance sheet, ensuring accuracy and capital adequacy, adjusting for changes in PI.
- **FCA Template:** Fully complete the FCA template tab, adding comments in the blue column if needed.

Forward financial thinking

Thank you

For any enquiries:

01484 439120

compliance@simplybiz.co.uk

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