

Mike Law Page 5

## Pro Forma of New Orleans VHPA Office

How many #  
FAX ?  
IN  
OUT

|                            | Start up     | Monthly  | annual   |
|----------------------------|--------------|----------|----------|
| 1. Rent-----               | \$ 250       | \$ 250   | \$ 3,000 |
| 2. Phone-----              | 160          | 250      | 3,000    |
| 3. Elect.-----             | N/A          | N/A      | N/A      |
| 4. Insurance-----          | N/A          | N/A      | N/A      |
| 5. Computer lease-----     | 300          | 300      | 3,600    |
| 6. Computer programs---    | 1,000        | N/A      | N/A      |
| 7. Misc. postage-----      | 50           | 150      | 1,800    |
| 8. Employee salary-----    | N/A          | 1,500    | 18,000   |
| 9. FAX machine-----        | N/A          | 34       | 408      |
| 10. Bookkeeping-----       | N/A          | 150      | 1,800    |
| 11. Stationary printing--- | 95 (500)     | 20       | 250      |
| 12. Misc. office supply--- | 300          | 30       | 360      |
| 13. Business lic.-----     | 45           | N/A      | N/A      |
| 14. Temp. emp. training--- | 100 10 hrs.- | 60 3wks- | 720      |
| 15. New postage permit---  | 120          | N/A      | 60       |
| 16. Mike Law expenses---   | 1,500        | N/A      | N/A      |
| 17. Office furniture---    | 250          | N/A      | N/A      |
| 18. Petty cash box-----    | 100          | N/A      | N/A      |
| 19. Check printing-----    | 25           | N/A      | N/A      |
| 20. Checking acct.-----    | N/A          | N/A      | N/A      |

Printing Cert, New Member

Totals-----\$ 4,295 ----- \$2,744 ----- \$ 30,790

\$ 3,500 -Directory-- 18,000  
-Newsletter-- 14,000

Annual Expense-- \$ 62,790

Current Expense \$ 51,000

= Additional----- \$ 11,790

= @ 3,500 members +\$ 3.42