

Heart & Hustle Blueprint

Weekly Cash Flow Workbook

Use this worksheet each week to keep your business financially healthy.

Page 1 – Weekly Cash Flow Dashboard

Starting Balance	Income	Expenses	Net Cash Flow	Ending Balance

Income Received

Date	Customer	Service	Amount	Paid?

Expenses Paid

Date	Vendor	Category	Amount

Page 2 – Outstanding Money

Outstanding Invoices

Customer	Invoice Date	Amount	Due Date	Status

Upcoming Bills

Vendor	Amount	Due Date	Paid

Page 3 – Cash Buffer Builder

Emergency Fund Goal: _____

Current Balance: _____

This Week I Saved: _____

Total Cash Buffer: _____

Progress: ■ ■ ■ ■ ■ ■ ■ ■ ■ ■

Page 4 – Weekly Review

- Sent every invoice on time
- Followed up on unpaid invoices
- Paid all business bills
- Added money to my cash reserve
- Reviewed my pricing
- Tracked every business expense

Biggest financial win this week:

Biggest challenge:

One improvement I'll make next week:

Remember: Revenue is exciting. Cash flow is what keeps your business alive.