Cost Benefit Analysis Template

Cost benefit analysis for the Company :

Cost benefit analysis conducted by :

Date of submissions :

Object of conducting the analysis:

* Purpose 1 :\_\_\_\_\_\_\_\_\_\_\_\_
* Purpose 2 :\_\_\_\_\_\_\_\_\_\_\_\_
* Purpose 3 :\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Type of Cost Incurred | Reason for Incurring the cost |
| Cost 1 :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Reason 1 :\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Cost 2 :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Reason 2 :\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Cost 3 :\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Reason 3 :\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

Alternative options :

Alternative 1:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alternative 2:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Alternative 3:\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Conclusion:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_