

MY RESTAURANT
Weekly Prime Cost Summary

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Week Beginning: **1-Jan**

	MON 1-Jan	TUE 2-Jan	WED 3-Jan	THU 4-Jan	FRI 5-Jan	SAT 6-Jan	SUN 7-Jan	TOTAL \$	TOTAL %
Food	\$ 2,000.00	\$ 2,500.00	\$ 2,800.00	\$ 3,000.00	\$ 4,500.00	\$ 5,100.00	\$ 3,200.00	\$ 23,100.00	74.7%
Beer	\$ 200.00	\$ 210.00	\$ 220.00	\$ 240.00	\$ 320.00	\$ 400.00	\$ 220.00	\$ 1,810.00	5.9%
Wine	\$ 400.00	\$ 430.00	\$ 470.00	\$ 450.00	\$ 600.00	\$ 620.00	\$ 300.00	\$ 3,270.00	10.6%
Liquor	\$ 300.00	\$ 320.00	\$ 350.00	\$ 430.00	\$ 500.00	\$ 540.00	\$ 300.00	\$ 2,740.00	8.9%
Total Sales	\$ 2,900.00	\$ 3,460.00	\$ 3,840.00	\$ 4,120.00	\$ 5,920.00	\$ 6,660.00	\$ 4,020.00	\$ 30,920.00	100.0%
Sales Tax	\$ 142.00	\$ 173.00	\$ 188.25	\$ 206.00	\$ 289.75	\$ 330.50	\$ 201.00	\$ 1,530.50	4.9%
Gift Certificates Sold	\$ -	\$ 100.00	\$ -	\$ 50.00	\$ -	\$ 250.00	\$ -	\$ 400.00	1.3%
TOTAL RECEIPTS	\$ 3,042.00	\$ 3,733.00	\$ 4,028.25	\$ 4,376.00	\$ 6,209.75	\$ 7,240.50	\$ 4,221.00	\$ 32,850.50	

	MON	TUE	WED	THU	FRI	SAT	SUN	TOTAL \$	TOTAL %
LESS									
Discounts & Coupons	\$ 10.00	\$ 20.00	\$ -	\$ -	\$ 60.00	\$ -	\$ -	\$ 90.00	0.3%
Employee Meals	\$ 12.00	\$ -	\$ 32.00	\$ 21.00	\$ 43.00	\$ -	\$ 21.00	\$ 129.00	0.4%
Comp Food & Bev	\$ 60.00	\$ -	\$ 75.00	\$ -	\$ 125.00	\$ 50.00	\$ -	\$ 310.00	1.0%
Gift Certificates Redeemed	\$ 27.00	\$ -	\$ -	\$ 121.00	\$ -	\$ -	\$ -	\$ 148.00	0.5%
Paid Outs	\$ -	\$ -	\$ 23.00	\$ -	\$ -	\$ 15.00	\$ -	\$ 38.00	0.1%
Subtotal	\$ 109.00	\$ 20.00	\$ 130.00	\$ 142.00	\$ 228.00	\$ 65.00	\$ 21.00	\$ 715.00	2.3%

CASH & CC TO ACCOUNT FOR \$ 2,933.00 \$ 3,713.00 \$ 3,898.25 \$ 4,234.00 \$ 5,981.75 \$ 7,175.50 \$ 4,200.00 \$ 32,135.50

CASH & CREDIT CARDS

Visa	\$ 787.00	\$ 821.00	\$ 1,208.00	\$ 1,227.00	\$ 1,300.00	\$ 1,530.00	\$ 1,230.00	\$ 8,103.00
Master Card	\$ 701.00	\$ 651.00	\$ 1,451.00	\$ 981.00	\$ 1,100.00	\$ 1,257.00	\$ 870.00	\$ 7,011.00
V/MC Total	\$ 1,488.00	\$ 1,472.00	\$ 2,659.00	\$ 2,208.00	\$ 2,400.00	\$ 2,787.00	\$ 2,100.00	\$ 15,114.00
Total AMEX	\$ 998.00	\$ 1,200.00	\$ 1,400.00	\$ 1,400.00	\$ 1,212.00	\$ 1,988.00	\$ 1,400.00	\$ 9,598.00
AMEX Discount	\$ 34.93	\$ 42.00	\$ 49.00	\$ 49.00	\$ 42.42	\$ 69.58	\$ 49.00	\$ 335.93
AMEX Deposit	\$ 963.07	\$ 1,158.00	\$ 1,351.00	\$ 1,351.00	\$ 1,169.58	\$ 1,918.42	\$ 1,351.00	\$ 9,262.07
Discover	\$ 76.00	\$ 212.00	\$ -	\$ 100.00	\$ 250.00	\$ 369.00	\$ 150.00	\$ 1,157.00
Cash Deposit	\$ 371.00	\$ 829.00	\$ -	\$ 526.00	\$ 2,115.00	\$ 2,031.50	\$ 550.00	\$ 6,422.50
Add'l Cash In/Out	\$ -	\$ -	\$ (160.75)	\$ -	\$ -	\$ -	\$ -	\$ (160.75)

TOTAL CASH & CC REC'VD \$ 2,933.00 \$ 3,713.00 \$ 3,898.25 \$ 4,234.00 \$ 5,977.00 \$ 7,175.50 \$ 4,200.00 \$ 32,130.75

Cash Over/Short \$ - \$ - \$ - \$ - \$ (4.75) \$ - \$ - \$ (4.75)

No. of Covers 100 120 130 135 170 195 130 980
 \$/Cover \$ 29.00 \$ 28.83 \$ 29.54 \$ 30.52 \$ 34.82 \$ 34.15 \$ 30.92 \$ 31.55

LABOR SUMMARY

Kitchen Hourly Wages	\$ 340.00	\$ 370.00	\$ 420.00	\$ 440.00	\$ 480.00	\$ 510.00	\$ 400.00	\$ 2,960.00
Kitchen Salaries	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 325.00	\$ 2,275.00
Kitchen Total Wages	\$ 665.00	\$ 695.00	\$ 745.00	\$ 765.00	\$ 805.00	\$ 835.00	\$ 725.00	\$ 5,235.00
Kitchen Labor/Food Sales %	33.3%	27.8%	26.6%	25.5%	17.9%	16.4%	22.7%	22.7%
Kitchen Labor/Total Sales %	22.9%	20.1%	19.4%	18.6%	13.6%	12.5%	18.0%	16.9%
Front of House Hourly Wages	\$ 250.00	\$ 260.00	\$ 280.00	\$ 310.00	\$ 340.00	\$ 350.00	\$ 310.00	\$ 2,100.00
Front of House Salaries	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Front of House Total	\$ 250.00	\$ 260.00	\$ 280.00	\$ 310.00	\$ 340.00	\$ 350.00	\$ 310.00	\$ 2,100.00
Daily Labor/Total Sales %	8.6%	7.5%	7.3%	7.5%	5.7%	5.3%	7.7%	6.8%
Management Wages	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Management Salaries	\$ 274.00	\$ 274.00	\$ 274.00	\$ 274.00	\$ 274.00	\$ 274.00	\$ 274.00	\$ 1,918.00
Management Total	\$ 274.00	\$ 274.00	\$ 274.00	\$ 274.00	\$ 274.00	\$ 274.00	\$ 274.00	\$ 1,918.00
Daily Labor/Total Sales %	9.4%	7.9%	7.1%	6.7%	4.6%	4.1%	6.8%	6.2%
TOTAL WAGES & SALARIES	\$ 1,189.00	\$ 1,229.00	\$ 1,299.00	\$ 1,349.00	\$ 1,419.00	\$ 1,459.00	\$ 1,309.00	\$ 9,253.00
Est Payroll Tax & Benefits	\$ 237.80	\$ 245.80	\$ 259.80	\$ 269.80	\$ 283.80	\$ 291.80	\$ 261.80	\$ 1,850.60
GROSS PAYROLL	\$ 1,426.80	\$ 1,474.80	\$ 1,558.80	\$ 1,618.80	\$ 1,702.80	\$ 1,750.80	\$ 1,570.80	\$ 11,103.60

PAYROLL / SALES %

Daily %	49.2%	42.6%	40.6%	39.3%	28.8%	26.3%	39.1%	
Week-to-Date %	49.2%	45.6%	43.7%	42.5%	38.4%	35.4%	35.9%	35.9%
TARGET LABOR %	34.0%				1.9%			VARIANCE \$ 590.80

F & B PURCHASES, INVENTORY & COST OF GOODS SOLD (COGS)

Note: Use a spreadsheet to count and total your Weekly Food & Beverage Inventory

BEGINNING FOOD INV	\$ 4,200.00	BEGINNING WINE INV	\$ 4,300.00
FOOD PURCHASES	\$ 7,500.00	WINE PURCHASES	\$ 780.00
ENDING FOOD INV	\$ 4,700.00	ENDING WINE INV	\$ 4,250.00
FOOD COGS	30.3%	WINE COGS	25.4%
BEGINNING BEER INV	\$ 1,050.00	BEGINNING LIQUOR INV	\$ 2,300.00
BEER PURCHASES	\$ 600.00	LIQUOR PURCHASES	\$ 220.00
ENDING BEER INV	\$ 1,215.00	ENDING LIQUOR INV	\$ 1,900.00
BEER COGS	24.0%	LIQUOR COGS	22.6%

PRIME COST SUMMARY

	\$	% Sales
TOTAL LABOR	\$ 11,103.60	35.9%
TOTAL F&B COGS	\$ 8,885.00	28.7%
PRIME COST	\$ 19,988.60	64.6%