Food Truck Daily Sales, Food Cost and Expense Tracker: how to use it

Start here:

Yellow cells are yours to fill in. Green-grey cells hold formulas: leave them alone and they fill themselves.

Drop-down cells only take values from the lists on the Settings tab. Edit the lists and the drop-downs follow.

The example file is filled with fictional service days and expenses so you can see every number working. The blank file is the same workbook, empty. Use the blank one for your business.

Google Sheets: File > Import > Upload the .xlsx (or open it from Google Drive), then File > Save as Google Sheets. Excel: just open it (Excel 2010 or newer, Windows or Mac). Numbers on Mac also opens it.

Set up (4 minutes):

1. Settings: your regular spots and events (up to 15), your running-cost categories (up to 15), the year (E2) and the % of profit you set aside for tax (E4).

2. Daily sales: one row per service day: date, where you parked or which event, card sales, cash sales, what you spent on food and packaging that day, staff wages, the pitch or event fee and the hours you were open.

Total sales, food cost %, net on the day and sales per hour fill in. Days where food cost is over 35% of sales turn yellow.

3. Expenses: commissary rent, propane and fuel, permits, insurance, repairs, POS fees, marketing. One row each, the day you pay it.

What you get:

Dashboard: service days, sales, food cost %, day costs, other expenses, profit and tax set-aside by month; every spot or event with days, sales, average per day, net on those days and sales per hour; year ratios for food cost and labor.

Use the Year cell on Settings to start a new year in a copy of the file.

This is a record-keeping tool, not tax or sales-tax advice. Sales are entered as you collect them: add sales tax separately if you charge it.

Help:

Something wrong, or a column you need? Message us; we fix it and update the download for every buyer.

Designed by Tuper. Built with AI tools and tested by us; tell us if anything breaks.