

# 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: \_\_\_\_\_