

# Labor Tracking Worksheet for the Sap-Only Business

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FBFS 074 - 8/24

Acer Series: Maple Sap-Only Business Promotion

Visit [www.maplemanager.org](http://www.maplemanager.org) for maple development resources

**Labor is a Key Input to Maple Enterprises:** At any scale of operation, a large amount of labor time and diverse skillsets are needed to operate a maple business successfully. Improved labor management planning and practices are beneficial to owners, employees, and volunteers working to enhance business viability. This Labor Tracking Worksheet allows for the planning of labor needs and costs over the course of the year.

Labor Value Per Hour (\$ per hour)													
Labor Worksheet	PLEASE ADD TIME SPENT ON EACH ACTIVITY IN HOURS												Total Hours
	JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	
Line Maintain (Fixed Labor)													
Tap Out/ Clean up (Fixed Labor)													
Production woods work (Variable Labor)													
Sap Hauling (Variable Labor)													
Business Management (Marketing, Sales, records, calls, ordering supplies, etc.)													
<b>Total Hours</b>													
<b>Value of Labor</b>	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$

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## Notes:

1. The dollar amount for the Labor Value Per Hour rate should equal the rate of labor plus any applicable taxes (social security, payroll etc.)
2. Input the hours of labor spent in each activity category per month.
3. Sum up hours and the labor value by month and then multiply by the established Labor Value Per Hour rate, to find the Value of Labor for each month and then for the total year.

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