



7 Things Every Home Service Business Must Track Monthly

1. Monthly Revenue by Job Type / Service Line

Home service businesses often have multiple service types:

- Installations
- Repairs
- Maintenance plans

Why it matters:

Certain services have much higher profit margins (e.g., HVAC installs vs. PM calls). Owners need to know which ones drive profit.

Checklist item:

- ☐ Review revenue by job type and compare month-to-month.

2. Job Costing: Labor + Materials Per Job

Many service owners lose money without knowing it because they don't connect to the specific job:

- Labor hours
- Technician pay
- Materials used

Why it matters:

Job costing reveals which jobs are profitable and which need price adjustment.

Checklist item:

- ☐ Review labor + materials per job and confirm pricing covers costs + profit.

3. Accounts Receivable (Outstanding Invoices)

This is a massive pain point. Contractors/owners often:

- Forget to send invoices
- Don't follow up
- Let unpaid invoices linger for months

Why it matters:

Unpaid invoices destroy cash flow. Anything over 30 days should be flagged of importance.

Checklist item:

- ☐ Review all unpaid invoices and follow up on anything overdue.

4. Accounts Payable (Bills You Owe Vendors)

Vendors (suppliers, material warehouses, subcontractors) expect timely payment.

Why it matters:

Staying organized avoids:

- Late fees
- Damaged relationships
- Credit issues

Checklist item:

- ☐ Review all unpaid bills and schedule payments before due dates.

5. Monthly Cash Flow Overview

Home-service businesses often have seasonal revenue swings:

- HVAC peaks in summer & winter
- Landscaping peaks in spring & fall
- Plumbing fluctuates based on weather

Why it matters:

Cash flow planning helps avoid slow-season panic.

Checklist item:

- ☐ Review monthly cash in/out to ensure enough coverage for the next 30–60 days.

6. Profit & Loss Snapshot (Net Profit %)

Owners rarely look at margins — they look at top-line revenue.

Why it matters:

A profitable home-service business typically targets 10%–20% net profit. Anything below 10% is a red flag.

Checklist item:

- ☐ Review P&L and check your net profit % for the month.

7. Mileage, Receipts & Tax-Deductible Expenses

Service businesses have many small deductible expenses:

- Fuel
- Tools
- Supplies
- Software
- Uniforms

Why it matters:

Missed expenses = paying more taxes than needed.

Checklist item:

- ☐ Upload receipts, track mileage, and categorize all expenses correctly.