

YEAR

## PROFIT & LOSS (ANNUAL)

THIS MONTH      LAST MONTH

<b>INCOME</b>		
GROSS SALES:		
- LESS RETURNS		
- LESS DISCOUNTS		
- LESS BAD DEBT		
INTEREST, RENT AND ROYALTIES		
TOTAL INCOME		
<b>EXPENSES</b>		
- COST OF GOODS SOLD		
- DIRECT PAYROLL		
- INDIRECT PAYROLL		
- TAXES, OTHER THAN INCOME TAX		
- SALES EXPENSES		
- SHIPPING AND POSTAGE		
- ADVERTISING AND PROMOTION		
- OFFICE EXPENSES		
- TRAVEL AND ENTERTAINMENT		
- PHONE		
- OTHER UTILITIES		
- AUTOMOBILE		
- INSURANCE		
- PROFESSIONAL FEES		
- RENT		
- INTEREST ON LOANS		
- OTHER, MISC.		
TOTAL EXPENSES		
NET INCOME		
- LESS INCOME TAX		
NET INCOME AFTER TAX		