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| --- | --- |
| **QUARTERLY PROFIT & LOSS STATEMENT** |  |
| <Company Name> |  | <Year> |
| COMPANY NAME |  | YEAR |
| John Smith |  | <Quarter> |
| PREPARED BY |  | QUARTER |
|  |

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| --- |
| **INCOME** |
| **Description** | **1st Qtr** | **2nd Qtr** | **3rd Qtr** | **4th Qtr** | **Total** | **% To Total** |
| Total Revenue from Goods | 800,000 | 824,000 | 792,000 | 808,000 | **3,224,000** | 61% |
| Total Revenue from Services | 345,000 | 351,900 | 345,000 | 351,900 | **1,393,800** | 26% |
| Other Income | 175,000 | 173,250 | 173,250 | 175,000 | **696,500** | 13% |
|  |  |  |  |  |  |  |
| **Gross Profit** | **1,320,000** | **1,349,150** | **1,310,250** | **1,334,900** | **5,314,300** |  |
| **EXPENSES** |
| **Description** | **1st Qtr** | **2nd Qtr** | **3rd Qtr** | **4th Qtr** | **Total** | **% To Total** |
| Accounting & Legal Fees | 11,700 | 11,583 | 11,700 | 11,817 | **46,800** | 2% |
| Advertising | 15,000 | 15,450 | 15,300 | 15,450 | **61,200** | 3% |
| Depreciation | 38,000 | 38,760 | 38,000 | 37,620 | **152,380** | 7% |
| Electricity | 27,000 | 27,270 | 27,810 | 27,000 | **109,080** | 5% |
| Insurance | 15,200 | 15,656 | 15,656 | 15,656 | **62,168** | 3% |
| Interest & Bank Charges | 27,300 | 27,846 | 27,846 | 27,027 | **110,019** | 5% |
| Postage | 1,500 | 1,500 | 1,530 | 1,485 | **6,015** | 0% |
| Printing & Stationary | 8,700 | 8,787 | 8,787 | 8,874 | **35,148** | 2% |
| Professional Memberships | 1,800 | 1,782 | 1,836 | 1,782 | **7,200** | 0% |
| Rent for Premises | 74,300 | 73,557 | 75,043 | 73,557 | **296,457** | 14% |
| Repair & Maintenance | 21,100 | 21,733 | 20,889 | 21,311 | **85,033** | 4% |
| Trainings | 8,900 | 9,167 | 8,989 | 8,811 | **35,867** | 2% |
| Vehicle Operating Cost | 20,000 | 20,000 | 20,400 | 20,400 | **80,800** | 4% |
| Wages & Salaries | 223,500 | 227,970 | 230,205 | 221,265 | **902,940** | 44% |
| Workers Compensation | 6,500 | 6,435 | 6,435 | 6,500 | **25,870** | 1% |
| All Other Expenses | 14,400 | 14,400 | 14,832 | 14,832 | **58,464** | 3% |
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|  |  |  |  |  |  |  |
| **Total I Expenses** | **514,900** | **521,896** | **525,258** | **513,387** | **2,075,441** |  |
| **Profit / Loss** | **805,100** | **827,254** | **784,992** | **821,513** | **3,238,859** |  |
| NOTE |
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