

BUSINESS / SELF EMPLOYMENT

# PROFIT AND LOSS STATEMENT

**Business Name** \_\_\_\_\_ **Entity Type** \_\_\_\_\_

**Period Beginning** (MM/DD/YYYY) \_\_\_\_\_ **Period Ending** (MM/DD/YYYY) \_\_\_\_\_

**Gross Income** \_\_\_\_\_

**Cost of Goods Sold** \_\_\_\_\_

**Operating Expenses**

- Advertising \_\_\_\_\_
- Bank Charges \_\_\_\_\_
- Car & Truck Expenses \_\_\_\_\_
- Contract Labor \_\_\_\_\_
- Insurance \_\_\_\_\_
- Finance Charge Expense \_\_\_\_\_
- Legal & Professional Services \_\_\_\_\_
- Office Expenses \_\_\_\_\_
- Rent Expense \_\_\_\_\_
- Repairs & Maintenance \_\_\_\_\_
- Supplies Expense \_\_\_\_\_
- Taxes / Permits / Licenses \_\_\_\_\_
- Travel Expense \_\_\_\_\_
- Meals & Entertainment \_\_\_\_\_
- Utilities \_\_\_\_\_
- Payroll Wages Expense \_\_\_\_\_
- Telephone / Comm. Expense \_\_\_\_\_
- Misc. Expense \_\_\_\_\_
- Dues & Subscriptions \_\_\_\_\_
- Software Expense \_\_\_\_\_
- Postage / Shipping Expense \_\_\_\_\_
- Janitorial Expense \_\_\_\_\_
- Internet /Cable Expense \_\_\_\_\_
- Education / Training Expense \_\_\_\_\_
- Printing Expense \_\_\_\_\_
- Fuel Expense \_\_\_\_\_

**Total Expenses** \_\_\_\_\_

**Net Profit (Loss)** \_\_\_\_\_

**Date** \_\_\_\_\_