

Twelve Month Profit and Loss Projection

Enter your Company Name here

Fiscal Year Begins

Jun-01

	IND. %	Jun-01	% B/A	Jul-01	%	Aug-01	%	Sep-01	%	Oct-01	%	Nov-01	%	Dec-01	%
Revenue (Sales)															
Category 1			-		-		-		-		-		-		-
Category 2			-		-		-		-		-		-		-
Category 3			-		-		-		-		-		-		-
Category 4			-		-		-		-		-		-		-
Category 5			-		-		-		-		-		-		-
Category 6			-		-		-		-		-		-		-
Category 7			-		-		-		-		-		-		-
Total Revenue (Sales)		0	0.0	0	0.0										
Cost of Sales															
Category 1			-		-		-		-		-		-		-
Category 2			-		-		-		-		-		-		-
Category 3			-		-		-		-		-		-		-
Category 4			-		-		-		-		-		-		-
Category 5			-		-		-		-		-		-		-
Category 6			-		-		-		-		-		-		-
Category 7			-		-		-		-		-		-		-
Total Cost of Sales		0	-	0	-										
Gross Profit		0	-	0	-										
Expenses															
Salary expenses			-		-		-		-		-		-		-
Payroll expenses			-		-		-		-		-		-		-
Outside services			-		-		-		-		-		-		-
Supplies (office and operating)			-		-		-		-		-		-		-
Repairs and maintenance			-		-		-		-		-		-		-
Advertising			-		-		-		-		-		-		-
Car, delivery and travel			-		-		-		-		-		-		-
Accounting and legal			-		-		-		-		-		-		-
Rent			-		-		-		-		-		-		-
Telephone			-		-		-		-		-		-		-
Utilities			-		-		-		-		-		-		-
Insurance			-		-		-		-		-		-		-
Taxes (real estate, etc.)			-		-		-		-		-		-		-
Interest			-		-		-		-		-		-		-
Depreciation			-		-		-		-		-		-		-
Other expenses (specify)			-		-		-		-		-		-		-
Other expenses (specify)			-		-		-		-		-		-		-
Other expenses (specify)			-		-		-		-		-		-		-
Misc. (unspecified)			-		-		-		-		-		-		-
Total Expenses		0	-	0	-	0	-	0	-	0	-	0	-	0	-
Net Profit		0	-	0	-	0	-	0	-	0	-	0	-	0	-

Notes on Preparation

Note: You may want to print this information to use as reference later. To delete these instructions, use the DELETE key.

You should change "category 1, category 2", etc. labels to the actual names of your sales categories for each month. The spreadsheet will add up total annual sales. In the "%" columns, the spreadsheet will calculate the percentage of sales for each category.

COST OF GOODS SOLD (also called Cost of Sales or COGS): COGS are those expenses directly related to producing your products/services, such as purchases of inventory or raw materials, as well as the wages (and payroll taxes) for employees producing your products/services, are included in COGS. These expenses usually go up and down with sales. Study your records to determine COGS for each sales category. Control of COGS is the key to profitability. Enter the COGS as a % of sales dollars for that category. Research carefully and be realistic. Enter the COGS for each category of sales for each month.

GROSS PROFIT: Gross Profit is Total Sales minus Total COGS. In the "%" columns, the spreadsheet will calculate the percentage of sales for each category.

OPERATING EXPENSES (also called Overhead): These are necessary expenses which, how much you spend on them, will affect your products/services. Rent, utilities, telephone, interest, and the salaries (and payroll taxes) on employees are examples of operating expenses.

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