**SIMPLE PROFIT AND LOSS**

**STATEMENT TEMPLATE**

Template begins on page 2.

PROFIT AND LOSS STATEMENT

|  |  |  |
| --- | --- | --- |
| COMPANY NAME |  | STATEMENT REPORTING PERIOD |
|   |  | STARTING DATE |   | ENDING DATE |
|  | 00/00/0000 | to | 00/00/0000 |

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| REVENUE |  |  |  | EXPENSES |
| *Including deductions for returns and discounts* |   | Wages and Benefits |   |
| Sales Revenue |   |   | Rent / Mortgage |   |
| Other Revenue |   |   | Utilities |   |
| **GROSS REVENUE** |  |   | Office Supplies |   |
|  |  |  |   | Internet & Phone |   |
|  |  |  |   | Travel |   |
| COST OF GOODS SOLD |   | Insurance |   |
| COGS |   |   | Interest |   |
| **TOTAL COGS** |  |   | Depreciation |   |
|  |  |  |   | Taxes |   |
|  |  | GROSS PROFIT |   | Other Expenses |   |
| *Gross Revenue minus COGS* |  |   | **TOTAL EXPENSES** |  |
|  |  |  |  |  |  |  |
|  |  |   |  |   |   | NET INCOME |
| *Gross Profit minus Total Expenses* |  |

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| --- |
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