

Profit and loss statement

Your company name:

Date:

Revenue	£
Product sales (subtract any returns)	
Service sales	
Other	
Total	

Additional income	£
Other income (interest, dividends, penalty fees)	

Costs	£
Production costs	
Stock	
Supplies	
Total	

Outgoings	£
Bank (fees, interest, late notices)	
Shipping	
Website/IT	
Insurance	
Utilities	
Rent	
Supplies	
Payroll and benefits	
Transport/vehicle	
Investments	
Other	
Total	

Formula: Revenue + additional income – costs – outgoings

Profit (or loss) before tax: