



PROFIT & LOSS STATEMENT WORKSHEET

Important: Complete this form only if self-employed and you do not already have a Profit and Loss Statement prepared.

Name of Borrower

Type of Business

Company Name

For the Period

INCOME / REVENUES					
Step	Period	Q1	Q2	Q3	Q4
#1	Gross Sales / Revenue				
#2	Receipts				
#3	Total Sales / Revenue				
COST OF SALES / GOODS					
Step	Period	Q1	Q2	Q3	Q4
#4	Cost of Goods Sold				
#5	Gross Profit / Loss				
EXPENSES					
Step	Period	Q1	Q2	Q3	Q4
#6	Accounting / Legal				
	Advertising				
	Assets				
	Bank Charges				
	Depreciation				
	Equipment				
	Insurance				
	Interest				
	Motor Vehicle(s)				
	Office Supplies				
	Postage / Print				
	Rent				
	Repairs / Maintenance				
	Salaries & Wages				
	Taxes				
	Telephone & Internet				
	Travel				
Utilities					
Web Hosting / Domain					
Other					
#7	Total Expenses				
GROSS OPERATING INCOME / LOSS (BEFORE INCOME TAX)					
Step	Period	Q1	Q2	Q3	Q4
#8	Gross Op. Income / Loss				
#9	Income Tax Expense				
NET INCOME / LOSS					
Step	Period	Q1	Q2	Q3	Q4
#10	Net Income / Loss				