

## Monthly Profit & Loss Statement



For \_\_\_\_\_  
(Name of Business)

Month \_\_\_\_\_

### Income:

1. Your Monthly Gross Business Income \$ \_\_\_\_\_

### Monthly Business Expenses:

2. Advertising/marketing	\$ _____
3. Credit/Debit Card Fees	\$ _____
4. Equipment Rental/Lease	\$ _____
5. Insurance Expense	\$ _____
6. Licenses/Permits	\$ _____
7. Office Supplies Expense	\$ _____
8. Postage & Delivery	\$ _____
9. Rent- Office/Storage Space, Etc.	\$ _____
10. Supplies/Materials Expense	\$ _____
11. Travel/Entertainment	\$ _____
12. Utilities Expense	\$ _____
13. Vehicle Expense	\$ _____

### Other Monthly Business Expenses:

14. _____	\$ _____
15. _____	\$ _____
16. _____	\$ _____
17. _____	\$ _____

**18. TOTAL MONTHLY OPERATING EXPENSES** \$ \_\_\_\_\_

(Add lines 2 through 17= line 18)

**19. PROFIT OR (LOSS) FROM MONTHLY NET BUSINESS INCOME** \$ \_\_\_\_\_

(Line 2 minus line 18= line 19)

**PREPARED BY:** \_\_\_\_\_

**DATE PREPARED:** \_\_\_\_\_