

SAMPLE

Income/Expense Statement

1/1/2013 through 12/31/2013

	<u>Actual</u> <u>(<date>)</u>
<u>Income</u>	
Government Grants	
Foundation and Corporate Grants	
Individual Contributions	
Earned Income	
Interest Income	
Other Income	
Total Income	<u>\$0</u>
 <u>Expenses</u>	
Salaries and Wages	
Employee Benefits and Taxes	
Total Personnel Costs	
Bank/Investment Fees	
Depreciation Expense	
Equipment Rental & Maintenance	
Food Costs	
Fundraising/Development Expenses	
Insurance Expense	
Marketing/Advertising	
Postage and Delivery	
Professional Development	
Professional Fees	
Rent and Occupancy	
Supplies and Materials	
Telephone Expense	
Travel Expense	
Other Expense 1	
Miscellaneous Expenses	
Total Expenses	<u>\$0</u>
Revenue Over Expenses	<u>\$0</u>