

# ***SAMPLE***

## **Profit & Loss**

January through December 2013

Jan-Dec 13

### **Income**

Government Grants  
Foundation and Corporate Grants  
Events  
Individual Contributions  
Ticket Sales  
Interest Income

Total Income

### **Expense**

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  
Miscellaneous Expenses

Total Expenses

Net Income

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