

# PROFIT & LOSS STATEMENT (Sample Only)

KLM Landscaping Company 201 Third St  
 San Francisco, CA 94103  
 (415) 555-5555  
 (Must include address and phone)

**(Must include month and year)**

January 2009		February 2009		March 2009	
Total Income	\$5,000	Total	\$2,000	Total Income	\$4,000
Expenses:		Expenses:		Expenses:	
Car	\$ 200	Car	\$ 200	Car	\$ 200
Equipment	\$1,000	Equipment	\$1,000	Equipment	\$ 300
Repair	\$ 300	Repair	\$1,100	Repair	\$ 100
Advertising	\$ 300	Advertising	\$ 300	Advertising	\$300
Depreciation	\$ 100	Depreciation	\$ 0	Depreciation	\$ 0
Meals & Entertain.	\$ 100	Meals & Entertain.	\$ 0	Meals & Entertain.	\$ 0
Cash Draw	\$1,000	Cash Draw	\$1,000	Cash Draw	\$1,000
Total Expenses :	\$3,000	Total Expenses:	\$3,600	Total Expenses:	\$1,900
Net Income:	\$2,000	Net Income:	- \$1,600	Net Income:	\$2,100

**\*Please list the monthly expenses related to your business, including the dollar amount. (For example: Equipment, repair, advertising, etc)**

**The information provided above is true and correct to the best of my knowledge. ←(Must include this statement)**

\_\_\_\_\_  
 (Signature of Person Earning Income)

\_\_\_\_\_  
 (Date)

- Applicant must complete his or her own Profit and Loss Form.
- A "Profit and Loss" must only be used if an applicant cannot provide: a copy of the previous year's Federal Tax Forms 1040, 1040A, 1040EZ, with a Schedule C or an e-file printout of these forms.
- Applicant can submit a Profit and Loss Statement with copy of 1040 tax form if 1040 tax form and Schedule C does not reflect applicant's current income.
- This document must be dated within 45 days from when the program receives document.
- Please refer to the next page to see how programs calculate your monthly income.

# HOW PROGRAMS CALCULATE INCOME

\* When calculating your income, programs do not include depreciation, meals and entertainment, and cash draws as business expenses. Programs add expenses for depreciation, meals and entertainment and cash draws back into your monthly income. These types of expenses are referred to as "Disallowed Expenses." Please see the example below.

\*\* Programs count negative amounts as zero (\$0). Please see the February 2009 income as an example.

KLM Landscaping Company  
201 Third St  
San Francisco, CA 94103  
(415) 555-5555

January 2009	February 2009	March 2009
<b>Total Income:</b> \$5,000	<b>Total:</b> \$2,000	<b>Total:</b> \$4,000
Expenses:	Expenses:	Expenses:
Car \$ 200	Car \$ 200	Car \$ 200
Equipment \$ 1,000	Equipment \$ 1,000	Equipment \$ 300
Repair \$ 300	Repair \$ 1,100	Repair \$ 100
Advertising \$ 300	Advertising \$ 300	Advertising \$ 300
Depreciation* \$ 100	Depreciation* \$ 0	Depreciation* \$ 0
Meals & Entertain.* \$ 100	Meals & Entertain.* \$ 0	Meals & Entertain.* \$ 0
Cash Draw* \$ 1,000	Cash Draw* \$ 1,000	Cash Draw* \$ 1,000
<b>Total Expenses:</b> - \$ 3,000	<b>Total Expenses :</b> -\$3,600	<b>Total Expenses:</b> -\$1,900
<b>Total Income:</b> \$ 5,000	Total Income: \$2,000	Total Income: \$4,000
<b>Total Expenses:</b> - \$ 3,000	Total Expenses: <u>-\$3,600</u>	Total Expenses: <u>-\$1,900</u>
<b>Net Income:</b> \$ 2,000	Net Income : -\$1,600	Net Income: \$2,100
<b>Disallowed Expenses*</b> <b>\$1,200</b>	<b>Disallowed Expenses*</b> <b>\$1,000</b>	<b>Disallowed Expenses*</b> <b>\$1,000</b>
<b>Adjusted Net :</b> \$3,200	<b>Adjusted Net :</b> -\$ 600**	<b>Adjusted Net:</b> \$3,100

## HK monthly income calculations:

<b>Net Profits:</b>	<b>January 2009</b>	<b>\$3,200</b>
	<b>February 2009**</b>	<b>\$ 0</b>
	<b>March 2009</b>	<b>\$3,100</b>
	<b>Divide Total Net Profit by 3:</b>	<b>\$6,300</b>
		<hr style="width: 50%; margin: 0 auto;"/>
		<b>÷ 3</b>
	<b>Monthly Net Profit:</b>	<b>\$2,100</b>