



6260 Colborne Street
Niagara Falls, ON, L2J 1E6

Financial Information

Prepared For

YOUR COMPANY
YOUR ADDRESS
ST. CATHARINES, ON

January 2009

*Sample
Files*

Tax Consulting & Preparation * Financial Reporting * Business Advice
Government Compliance * Complete Payroll Service
Credit Card Processing * Equipment Financing

**YOUR COMPANY
1234 EVERY STREET
EVERYTOWN**

**STATEMENT OF OPERATIONS
For the 6TH Month Ended 06-30-0X**

	CURRENT PERIOD	%	← YEAR TO DATE	%	
SALES	45,086		169,542		Side-by-Side Comparison
BEGINNING INVENTORY	3,988		4,122		
PURCHASES	14,841	32.9	50,943	30.0	
ENDING INVENTORY	3,995		3,995		
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COST OF GOODS SOLD	14,834	32.9	51,070	30.1	
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GROSS PROFIT	30,252	67.1	118,472	69.9	
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EXPENSES					
PAYROLL	4,813	10.7	15,098	8.9	Key Percentages
MANAGEMENT SALARIES	2,333	5.2	10,333	6.1	
PAYROLL TAXES	345	0.8	1,393	0.8	
INSURANCE	315	0.7	1,259	0.7	
SPECIALTY SERVICES	125	0.3	2,234	1.3	
ADVERTISING	406	0.9	2,576	1.5	
RENTS	2,876	6.4	14,907	8.8	
CLEANING SUPPLIES	660	1.5	1,841	1.1	
MAINTENANCE & REPAIR	189	0.4	662	0.4	
UTILITIES	485	1.1	2,790	1.6	
LICENSES & TAXES	125	0.3	776	0.5	
PAPER SUPPLIES	66	0.1	5,893	3.5	
INTEREST & CHARGES	477	1.1	3,348	2.0	
DEPRECIATION	1,339	3.0	7,377	4.4	
TRAVEL & AUTO	223	0.5	2,794	1.6	
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TOTAL EXPENSES	14,777	32.8	73,371	43.3	
INCOME FROM OPERATIONS	15,475	34.3	45,101	26.6	
PROVISION FOR TAXES	2,000	4.4	6,000	3.5	
NET INCOME	13,475	29.9	39,101	23.1	

PREPARED FOR INTERNAL USE ONLY
PADGETT BUSINESS SERVICES

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CHEQUE REGISTER

CHEQUE #	DATE	BANK	CHEQUE AMOUNT	ACCOUNT	DIST. AMOUNT	GST
339	6/2	100	1,097.39	600 PURCHASES	1,025.60	71.79
400	6/2	100	222.51	521 TRAVEL & AUTO	137.86	14.56
		100		514 MAINT. & REPAIR	70.09	
401	6/7	100	2,411.51	600 PURCHASES	2,253.75	157.76
402	6/9	100	2,867.00	511 RENTS	2,679.44	187.56
403	6/9	100	73.51	515 UTILITIES	68.70	4.81
404	6/9	100	12,221.40	600 PURCHASES	11,421.87	799.53
405	6/9	100	365.15	600 PURCHASES	341.26	23.89
406	6/9	100	318.08	515 UTILITIES	250.54	20.81
				510 ADVERTISING	46.73	
407	6/16	100	432.48	600 PURCHASES	404.19	28.29
408	6/16	100	500.00	600 PURCHASES	467.29	32.71
409	6/17	100	69.55	515 UTILITIES	65.00	4.55
410	6/17	100	306.40	600 PURCHASES	286.36	50.05
411	6/19	100	101.52	512 CLEAN. SUPPLIES	94.88	6.64
412	6/22	100	260.00	510 ADVERTISING	242.99	17.01
413	6/22	100	1,439.72	248 SALES TAX PAY	1,439.72	
414	6/22	100	3,313.89	600 PURCHASES	3,097.09	216.80
415	6/22	100	125.00	509 SPECIAL SERVICES	116.82	8.18
416	6/22	100	658.15	600 PURCHASES	615.09	43.06
417	6/22	100	1,974.01	600 PURCHASES	1,401.87	129.14
		100		514 MAINT. & REPAIR	334.59	
		100		512 CLEAN. SUPPLIES	108.41	
418	6/30	100	99.96	507 INSURANCE	99.96	
419	6/30	100	84.24	512 CLEAN. SUPPLIES	78.73	
420	6/30	100	275.00	205 WAGES PAYABLE	275.00	
421	6/30	100	325.00	205 WAGES PAYABLE	325.00	
422	6/30	100	312.00	205 WAGES PAYABLE	312.00	
423	6/30	100	506.85	205 WAGES PAYABLE	506.85	
424	6/30	100	122.56	512 CLEAN. SUPPLIES	114.54	8.02
425	6/30	100	134.66	510 ADVERTISING	125.85	8.81
426	6/30	100	11.44	510 ADVERTISING	10.69	0.75
427	6/30	100	23.66	515 UTILITIES	22.11	1.55
428	6/30	100	125.00	516 LICENSES & TAXES	125.00	
429	6/30	100	314.75	507 INSURANCE	314.75	
430	6/30	100	1,125.00	249 PAYROLL TAXES	1,125.00	
431	6/30	100	66.33	517 PAPER SUPPLIES	61.99	4.34
432	6/30	100	188.93	514 MAINT. & REPAIR	176.57	12.36
433	6/30	100	556.33	600 PURCHASES	519.93	36.40
434	6/30	100	456.33	600 PURCHASES	426.48	29.85
435	6/30	100	15.66	512 CLEAN. SUPPLIES	14.64	1.02
436	6/30	100	55.66	600 PURCHASES	52.02	3.64
437	6/30	100	556.87	600 PURCHASES	520.44	36.43
438	6/30	100	111.00	512 CLEAN. SUPPLIES	103.74	7.26
439	6/30	100	125.00	512 CLEAN. SUPPLIES	116.82	8.18
TOTAL			34,349.50			

**YOUR COMPANY
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EVERYTOWN**

**PAYROLL JOURNAL
06-30-0X**

SMITH, JOHN 123-456-789

	WAGES	CPP	EI	FED TAX	AMT. PAID
JUN	\$4,500.00	\$180.53	\$73.13	\$988.90	\$3,257.44
YTD	\$9,000.00	\$361.06	\$146.26	\$1,977.80	\$6,514.88

JOHNSTON, MARY 234-567-890

	WAGES	CPP	EI	FED TAX	AMT. PAID
JUN	\$2,000.00	\$73.46	\$45.00	\$280.65	\$1,600.89
YTD	\$4,000.00	\$146.92	\$90.00	\$561.30	\$3,201.78

SUMMIT, PAUL 345-678-901

	WAGES	CPP	EI	FED TAX	AMT. PAID
JUN	\$3,500.00	\$137.53	\$73.13	\$682.80	\$2,606.54
YTD	\$7,000.00	\$275.06	\$146.26	\$1,365.60	\$5,213.08

JONES, ROSE 456-789-012

	WAGES	CPP	EI	FED TAX	AMT. PAID
JUN	\$1,500.00	\$51.96	\$33.75	\$176.10	\$1,238.19
YTD	\$3,000.00	\$103.92	\$67.50	\$352.20	\$2,476.38

Period &
Year-to-Date
Amounts

EMPLOYER TOTALS

	WAGES	CPP	EI	FED TAX	AMT. PAID
JUN	11,500.00	443.48	225.01	2,128.45	8,703.06
YTD	23,000.00	886.96	450.02	4,256.90	17,406.12

	EHT	CLIENT CPP	CLIENT EI	TOTAL CPP	TOTAL EI
JUN	0.00	443.48	315.01	886.96	540.02
QTD	0.00	886.96	630.03	1,773.92	1,080.05
YTD	0.00	886.96	630.03	1,773.92	1,080.05

	TAX	REMITTANCE
JUN	2,128.45	3,555.43
QTD	4,256.90	7,110.87
YTD	4,256.90	7,110.87

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GENERAL LEDGER

ACCT#	REF	DATE			
507	INSURANCE		OPENING BALANCE		944.19
	429	6/30		314.75	
	TOTAL AND ENDING BALANCE				1,258.94
509	SPECIAL SERVICES		OPENING BALANCE		2,798.75
	415	6/12		125.00	
	TOTAL AND ENDING BALANCE				2,923.75
510	ADVERTISING		OPENING BALANCE		2,170.13
	412	6/22		260.00	
	425	6/22		134.66	
	426	6/22		11.44	
	TOTAL AND ENDING BALANCE			406.1	2,576.23
510	RENTS		OPENING BALANCE		18,080.08
	402	6/9		2,867.00	
	TOTAL AND ENDING BALANCE			2,867.00	20,947.08
512	CLEANING SUPPLIES		OPENING BALANCE		1181.5
	411	6/19		101.52	
	418	6/30		99.96	
	414	6/30		84.24	
	424	6/30		122.56	
	435	6/30		15.66	
	438	6/30		111.00	
	439	6/30		125.00	
	TOTAL AND ENDING BALANCE			659.94	1,841.44
514	MAINTENANCE AND REPAIR		OPENING BALANCE		473.32
	432	6/9		188.93	
	TOTAL AND ENDING BALANCE			188.93	662.25
515	UTILITIES		OPENING BALANCE		4,410.52
	403	6/9		73.51	
	406	6/9		318.08	
	409	6/17		69.55	
	427	6/30		23.66	
	TOTAL AND ENDING BALANCE			484.80	4,895.32

Summarizes
Activity In Each
Expense
Category



Sample Corporation
Sample Company Name

Provides a "Snapshot"
For This Period In Time

BALANCE SHEET
for the 12 months ending Dec 31, 2009
(Unaudited - See Notice to Reader)

ASSETS

CURRENT ASSETS

Cash	\$	21,864
Inventory		1,700
Accounts Receivable		1,516
		25,080

CAPITAL ASSETS - at cost

Furniture and Fixtures		9,116
Equipment		-
Leasehold		17,900
		27,016
Less: Accumulated amortization		(2,701)
		24,315

TOTAL ASSETS \$ **49,395**

LIABILITIES & SHAREHOLDER'S DEFICIT

LIABILITIES

Accounts Payable	\$	197
		197

LONG-TERM LIABILITIES

Loan Payable		49,194
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SHAREHOLDER'S DEFICIT

Capital		<u>2</u>
Retained Earnings (Deficit)		<u>2</u>

TOTAL LIABILITIES & SHAREHOLDER'S DEFICIT \$ **49,395**

999-ACME SALES & MARKETING INC.

Payroll Worksheet

Payroll group: 01

Pay period: 23
Pay Date: 2002/10/25

Start date: 2002/10/06
End date: 2002/10/19

Batch number: _____

Employee ID	Employee name	Subcode	Description	Department	Rate	Factor	Hrs/Qty
0001	SMITH, ELIZABETH T	117	Regular salary	3	12.00	1.000	_____
		127	Commissions	1	1.00	1.000	_____
0002	BROWN, JENNY	117	Regular salary	1	14.00	1.000	_____
		121	Time and a half ove	1	14.00	1.000	_____
		135	Bonus	1	1.00	1.000	_____
0003	BARNES, COLIN	117	Regular salary	3	1,500.00	1.000	1.0000
		500	Expenses reimbursi	3	0.35	1.000	_____
0004	STERLING, JOHN	117	Regular salary	3	15.00	1.000	_____

Prepared by: _____

Total:

Signature: _____

Control number:

999 - ACME SALES & MARKETING INC.

Payroll Journal - Summary

Batch 01 - 19

Period: 2002/10/06 to 2002/10/19 Pay Date: 2002/10/25

<u>Description</u>	<u>Employee amount</u>			<u>Employer amount</u>		
	<u>Payroll</u>	<u>MTD</u>	<u>YTD</u>	<u>Payroll</u>	<u>MTD</u>	<u>YTD</u>
Earnings						
Regular salary	3,762.00	3,762.00	4,162.00			
Time and a half overtime salary	42.00	42.00	42.00			
Commissions	250.00	250.00	250.00			
Bonus	500.00	500.00	500.00			
Total:	4,554.00	4,554.00	4,954.00			
Misc Reimbursements						
Expenses reimbursing	57.75	57.75	57.75			
Total:	57.75	57.75	57.75			
Standard deductions						
Employment insurance	100.18	100.18	108.98	140.27	140.27	152.59
C.P.P.	201.39	201.39	213.87	201.39	201.39	213.87
Federal income tax	1,060.40	1,060.40	1,074.02	0.00	0.00	0.00
Employer health tax Ontario	0.00	0.00	0.00	88.80	88.80	96.60
Total:	1,361.97	1,361.97	1,396.87	430.46	430.46	463.06
Other deductions						
Charitable donations	10.00	10.00	20.00	0.00	0.00	0.00
Family support payment	50.00	50.00	50.00	0.00	0.00	0.00
Total:	60.00	60.00	70.00	0.00	0.00	0.00
Employee net pay:	3,189.78	3,189.78	3,544.88			
Employer total:				430.46	430.46	463.06
Total expense:				5,042.21	5,042.21	5,474.81