

# Quarterly Profit and Loss Report

**Company Name:** Example Corporation

**Quarter:** Q1 2024

**Date Prepared:** June 30, 2024

**Prepared By:** Finance Department

## Income

Description	Amount (USD)
Sales Revenue	120,000
Service Revenue	25,000
Other Income	2,500
<b>Total Income</b>	<b>147,500</b>

## Expenses

Description	Amount (USD)
Cost of Goods Sold	58,000
Salaries and Wages	30,000
Rent	7,500
Utilities	3,200
Office Supplies	1,600
Marketing and Advertising	4,400
Insurance	900
Other Expenses	2,100
<b>Total Expenses</b>	<b>107,700</b>

## Summary

<b>Profit (Loss) Before Tax</b>	39,800
<b>Income Tax Expense</b>	6,200
<b>Net Profit (Loss)</b>	<b>33,600</b>

## Important Notes

- This report provides a summary view of the company's financial performance for the specified quarter.
- All figures should be reviewed and validated for accuracy before use in decision-making or external reporting.
- Comparing quarterly reports helps track financial trends and supports future planning.
- Any significant irregularities or anomalies should be investigated and explained in accompanying documentation.