

Annual Report Reference Format

Sample Document

Organization Information

Name: Example Corporation Ltd.

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Annual Report Details

Title: Annual Report 2023

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Reference Format

1. **APA Style:**

Example Corporation Ltd. (2024). *Annual report 2023* (Report No. EXC-AR-2023). City, Country: Author.

2. **MLA Style:**

Example Corporation Ltd. *Annual Report 2023*. EXC-AR-2023, 2024, City.

3. **Chicago Style:**

Example Corporation Ltd. 2024. *Annual Report 2023*. Report No. EXC-AR-2023. City, Country.

Important Notes

- Ensure all publication details (author, title, year, report number) are accurate and complete.

- Cite the organization as the author when referencing annual reports.
- Follow your required citation style guidelines (APA, MLA, Chicago, etc.).
- Include the report number and publisher information where applicable.
- Annual reports are often considered grey literature; check citation policies if submitting to journals or reports.