

# Departmental Profit and Loss Statement

Department: Sales

For the Period Ending: 30 June 2024

| Revenue                         | Amount (\$)    |
|---------------------------------|----------------|
| Product Sales                   | 120,000        |
| Service Income                  | 40,000         |
| <b>Total Revenue</b>            | <b>160,000</b> |
| <b>Less: Cost of Goods Sold</b> |                |
| Direct Materials                | 50,000         |
| Direct Labor                    | 30,000         |
| Other Direct Costs              | 5,000          |
| <b>Total Cost of Goods Sold</b> | <b>85,000</b>  |
| <b>Gross Profit</b>             |                |
| <b>Gross Profit</b>             | <b>75,000</b>  |
| <b>Operating Expenses</b>       |                |
| Salaries & Wages                | 20,000         |
| Rent & Utilities                | 6,000          |
| Marketing                       | 3,000          |
| Other Operating Expenses        | 2,000          |
| <b>Total Operating Expenses</b> | <b>31,000</b>  |
| <b>Net Profit</b>               |                |
| <b>Net Profit</b>               | <b>44,000</b>  |

## Important Notes

- This statement is department-specific and should be prepared for each department individually.
- Accurate allocation of shared costs/expenses is critical for a fair departmental profit calculation.
- Figures should be reviewed and reconciled regularly to ensure accuracy.
- Regular analysis helps in identifying high-performing and underperforming departments.