

Sample Tech, Inc.
Profit & Loss Budget vs. Actual
December 2010

	<u>Dec 10</u>	<u>%</u>	<u>Budget</u>	<u>%</u>	<u>\$ > Budget</u>
Ordinary Income/Expense					
Income					
Assessments	35,138	29%	40,000	22%	(4,862)
Consulting Services	23,408	19%	40,000	22%	(16,592)
Product Sales	59,521	49%	100,595	56%	(41,074)
Projects	3,000	2%	0	0%	3,000
Total Income	<u>121,067</u>	<u>####</u>	<u>180,595</u>	<u>####</u>	<u>(59,528)</u>
Cost of Goods Sold					
Assessment - COGS	11,661	10%	16,000	9%	(4,339)
Consulting Services - COGS	5,796	5%	14,000	8%	(8,204)
Product Sales - COGS	48,776	40%	69,506	38%	(20,730)
Projects - COGS	364	0%	0	0%	364
Total COGS	<u>66,597</u>	<u>55%</u>	<u>99,506</u>	<u>55%</u>	<u>(32,909)</u>
Gross Profit	54,470	45%	81,089	45%	(26,619)
Expense					
Employee Benefits	3,348	3%	0	0%	3,348
Gifts	387	0%	0	0%	387
Payroll	47,239	39%	53,895	30%	(6,656)
Advertising	0	0%	1,500	1%	(1,500)
Bank Service Charges	153	0%	37	0%	116
Credit Card Processing	484	0%	1,006	1%	(522)
Computer	3,945	3%	2,399	1%	1,546
Depreciation and Amortization	2,005	2%	1,251	1%	754
Dues and Subscriptions	(185)	0%	333	0%	(518)
Healthcare Premiums	4,391	4%	3,846	2%	545
Insurance	495	0%	95	0%	400
Interest Expense	1,003	1%	0	0%	1,003
Internet Services	135	0%	50	0%	85
Office Equipment	242	0%	77	0%	165
Office Supplies	311	0%	300	0%	11
Outside Services	40	0%	0	0%	40
Postage and Delivery	106	0%	145	0%	(39)
Professional Development	733	1%	11,231	6%	(10,498)
Professional Fees	3,009	2%	2,981	2%	28
Rent	2,405	2%	2,406	1%	(1)
Taxes	424	0%	430	0%	(6)
Telephone	1,992	2%	1,781	1%	211
Travel & Ent	3,241	3%	19,499	11%	(16,258)
Reclass Payroll to COGS	<u>(17,821)</u>	<u>-15%</u>	<u>(30,000)</u>	<u>-17%</u>	<u>12,179</u>
Total Expense	<u>58,083</u>	<u>48%</u>	<u>73,262</u>	<u>41%</u>	<u>(15,179)</u>
Net Ordinary Income	(3,612)	-3%	7,827	4%	(11,439)
Other Income/Expense					
Other Income					
Other Income	365	0%	0	0%	365
Total Other Income	<u>365</u>	<u>0%</u>	<u>0</u>	<u>0%</u>	<u>365</u>
Other Expense					
Profit Sharing Expense	0	0%	5,165	3%	(5,165)
Reclass Owner Draws to B/S	<u>(16,000)</u>	<u>-13%</u>	<u>(16,000)</u>	<u>-9%</u>	<u>0</u>
Total Other Expense	<u>(16,000)</u>	<u>-13%</u>	<u>(10,835)</u>	<u>-6%</u>	<u>(5,165)</u>
Net Other Income	<u>16,365</u>	<u>14%</u>	<u>10,835</u>	<u>6%</u>	<u>5,530</u>
Net Income	<u><u>12,753</u></u>	<u>11%</u>	<u><u>18,662</u></u>	<u>10%</u>	<u><u>(5,909)</u></u>

Sample Tech, Inc.
Profit & Loss Budget vs. Actual
January to December 2010

	<u>Jan-Dec 10</u>	<u>%</u>	<u>Budget</u>	<u>%</u>	<u>\$ > Budget</u>
Ordinary Income/Expense					
Income					
Assessments	194,675	11%	390,000	20%	(195,325)
Consulting Services	226,571	13%	390,000	20%	(163,429)
Product Sales	1,292,495	74%	1,119,988	59%	172,507
Projects	26,520	2%	0	0%	26,520
Speaker's Bureau	2,800	0%	0	0%	2,800
Finders Fee/Commission	80	0%	0	0%	80
Other Regular Income	500	0%	14,000	1%	(13,500)
Total Income	1,743,641	####	1,913,988	####	(170,347)
Cost of Goods Sold					
Assessment - COGS	69,937	4%	156,000	8%	(86,063)
Commission	761	0%	0	0%	761
Consulting Services - COGS	75,828	4%	136,500	7%	(60,672)
Product Sales - COGS	945,036	54%	793,992	41%	151,044
Projects - COGS	7,856	0%	0	0%	7,856
Speaker's Bureau - COGS	902	0%	0	0%	902
Vendor/Partner - COGS	13	0%	0	0%	13
Total COGS	1,100,333	63%	1,086,492	57%	13,841
Gross Profit	643,308	37%	827,496	43%	(184,188)
Expense					
Employee Benefits	3,683	0%	0	0%	3,683
Gifts	445	0%	0	0%	445
Payroll	498,224	29%	610,631	32%	(112,407)
Advertising	8,285	0%	43,001	2%	(34,716)
Bank Service Charges	1,829	0%	444	0%	1,385
Credit Card Processing	12,217	1%	11,201	1%	1,016
Computer	40,532	2%	28,788	2%	11,744
Depreciation and Amortization	12,262	1%	13,834	1%	(1,572)
Dues and Subscriptions	552	0%	3,996	0%	(3,444)
Healthcare Premiums	42,311	2%	44,462	2%	(2,151)
Insurance	3,726	0%	1,140	0%	2,586
Interest Expense	6,971	0%	0	0%	6,971
Internet Services	1,449	0%	600	0%	849
Office Equipment	4,812	0%	924	0%	3,888
Office Supplies	5,665	0%	3,600	0%	2,065
Outside Services	175	0%	0	0%	175
Postage and Delivery	2,003	0%	1,740	0%	263
Professional Development	9,228	1%	54,772	3%	(45,544)
Professional Fees	43,932	3%	35,646	2%	8,286
Rent	25,976	1%	25,986	1%	(10)
Taxes	6,484	0%	5,160	0%	1,324
Telephone	22,341	1%	21,172	1%	1,169
Travel & Ent	41,272	2%	90,799	5%	(49,527)
Reclass Payroll to COGS	(143,556)	-8%	(292,500)	-15%	148,944
Total Expense	650,819	37%	705,396	37%	(54,577)
Net Ordinary Income	(7,510)	0%	122,100	6%	(129,610)
Other Income/Expense					
Other Income					
Other Income	7,283	0%	0	0%	7,283
Total Other Income	7,283	0%	0	0%	7,283
Other Expense					
Profit Sharing Expense	29,415	2%	86,872	5%	(57,457)
Reclass Owner Draws to B/S	(192,000)	-11%	(192,000)	-10%	0
Other Expenses	11,729	1%	0	0%	11,729
Total Other Expense	(150,856)	-9%	(105,128)	-5%	(45,728)
Net Other Income	158,139	9%	105,128	5%	53,011
Net Income	150,629		227,228		(76,599)

Sample Tech, Inc.
Job Profitability Summary
December 2010

	Act. Revenue	Act. Cost	(\$ Diff.	(%) GP
Absolute Technology	5,000	410	4,590	92%
ADVANTAGE	500	0	500	100%
American Guard	3,520	314	3,206	91%
Assurance LTD	141	80	61	43%
Audio Video Technology Services	(22,902)	(13,019)	(9,883)	43%
Baseline Unltd	5,495	3,572	1,923	35%
Center for Discovery	1,000	630	370	37%
Children's Hospital	24,553	12,398	12,155	50%
Click2Grow	2,108	487	1,621	77%
Community Assistance	1,613	355	1,258	78%
DataDownload.com	5,672	4,197	1,475	26%
Entrepreneurial Editions	1,500	86	1,414	94%
Envolve Financial	5,970	4,197	1,773	30%
FocusOnTechnology	3,192	1,644	1,548	48%
Franklin College	900	630	270	30%
Golfers Galore	5,970	4,197	1,773	30%
Grace, Johnson & Smith	1,000	700	300	30%
Halogen Services	6,720	5,145	1,575	23%
Jacob's Technology Services	5,970	4,197	1,773	30%
John Smith, Inc.	1,000	700	300	30%
Kalamazoo Komputing	476	295	181	38%
Leaders & Followers	129	491	(362)	-281%
Lifeline of America	7,523	3,399	4,124	55%
Medical Technology, Inc.	900	630	270	30%
MMK	1,000	700	300	30%
National Information Databank	6,490	3,569	2,921	45%
Ohio	1,000	630	370	37%
Optimal Outlet	525	0	525	100%
Paddington, Inc.	1,000	700	300	30%
Paragon Solutions, Inc.	3,000	364	2,636	88%
Pricing Data & Stats	5,695	4,197	1,498	26%
Professional IT, Inc.	1,474	1,274	200	14%
Regina Medical System	1,000	630	370	37%
Regional Airport Authority	18,963	10,944	8,019	42%
Robert Hogan, LLC	(200)	75	(275)	138%
Sequential Data & Document Storage	1,033	455	578	56%
SIT Info Services	10,140	6,420	3,720	37%
TuitionHelp.com	0	16	(16)	0%
Undercover Tech	1,000	630	370	37%
Warren, Kaplan & Bonbright	0	66	(66)	0%
Wilkinson Services	1,000	57	943	94%
TOTAL	121,070	66,462	54,608	45%

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December 2010

	Act. Revenue	Act. Cost	(\$ Diff.	(%) GP
AAC Ltd	2,995	1,947	1,048	35%
Abbacus Solutions	17,460	12,590	4,870	28%
Absolute Technology Services	5,000	410	4,590	92%
Actuality	5,970	4,197	1,773	30%
Advantage IT	27,885	18,860	9,025	32%
AIM	5,945	4,197	1,748	29%
American Academy of Ophthalmology	1,000	630	370	37%
American Dental Association	1,000	630	370	37%
American Guard	14,510	7,159	7,351	51%
American Stock Transfer & Trust Company,	5,970	4,197	1,773	30%
APT, Inc.	5,970	4,197	1,773	30%
Arcot Systems, Inc.	5,995	4,897	1,098	18%
Asante Health System	1,250	341	909	73%
ASAP Software	900	700	200	22%
Assurance LTD	2,222	1,101	1,121	50%
Atlas Development Corporation	6,200	4,407	1,793	29%
Audio Video Technology Services	5,698	4,856	842	15%
Avail Technologies	154	99	55	36%
AWS Convergence Technologies	1,000	700	300	30%
Baseline Unltd	15,990	8,522	7,468	47%
Bigsby, Smith & Wilson	1,000	700	300	30%
Billing Systems, Inc.	2,995	1,947	1,048	35%
Blue Sky LLC	7,009	5,145	1,864	27%
Boston College	629	497	132	21%
Bristol West	0	235	(235)	0%
Brown Smith Wallace	1,000	700	300	30%
BRTRC	7,325	5,145	2,180	30%
CampusGuard	7,325	5,145	2,180	30%
Capital_University	7,715	4,626	3,089	40%
Cardinal Commerce	1,000	700	300	30%
CareWorks	77,069	51,541	25,528	33%
CBOSS	5,945	4,197	1,748	29%
CCCS of Greater Atlanta	1,000	700	300	30%
CCS	5,595	4,197	1,398	25%
Center for Discovery	5,916	4,407	1,509	26%
Channel Advisor	1,000	700	300	30%
ChannelBlocker	899	464	435	48%
Children's Hospital	188,562	103,214	85,348	45%
Cincinnati Bell	26,447	16,584	9,863	37%
Cinemark	7,357	5,408	1,949	26%
CITI	5,345	4,197	1,148	21%
City of San Antonio	4,360	3,777	583	13%
City of St. Peters	20,395	17,056	3,339	16%
Civilian Research & Development	1,795	1,147	648	36%
Click2Grow	40,702	15,095	25,607	63%
Coastal Federal Credit Union	3,500	2,797	703	20%
Columbia University	4,640	3,567	1,073	23%
Columbus Data Services	1,000	700	300	30%
Community Assistance	6,425	1,577	4,848	75%
Competition Management Services	950	212	738	78%
ControlScan	6,715	5,145	1,570	23%
Credit Union Associatioin of New York	5,995	4,197	1,798	30%
Cryptos Systems	7,032	5,145	1,887	27%
CU Village	1,000	700	300	30%
CyberDefenses, Inc.	4,246	3,497	749	18%
DataDownload.com	5,672	4,197	1,475	26%
Davidson Companies	1,000	700	300	30%
Department of Homeland Security	5,376	3,777	1,599	30%
Department of Labor	1,000	630	370	37%
Department of the Air Force	900	630	270	30%
Directions Research	21,680	13,255	8,425	39%
DoD Biometrics	4,995	3,777	1,218	24%

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DoD Medical Examination Review Board	1,000	630	370	37%
Driscoll Learning	0	145	(145)	0%
DSD Laboratories	6,615	5,145	1,470	22%
East Tennessee State University	4,916	3,777	1,139	23%
EcolInteractive, Inc.	3,375	2,797	578	17%
Ederick Associates Inc.	11,566	8,184	3,382	29%
EISA Computer Sales	6,207	4,631	1,576	25%
Ektron, Inc.	375	263	112	30%
Elace, Inc.	375	263	112	30%
Engauge	6,500	2,831	3,669	56%
Entrepreneurial Editions	21,885	15,197	6,688	31%
Envolve Financial	5,970	4,197	1,773	30%
Ernst & Young	11,630	8,393	3,237	28%
ETC ComputerLand	7,250	5,145	2,105	29%
EVO Merchant Services	7,275	5,145	2,130	29%
Excentium	7,350	5,145	2,205	30%
Expesite	23,142	19,141	4,001	17%
Extrameasures	1,000	700	300	30%
Ezrez Software, Inc	5,745	4,197	1,548	27%
Federal Aviation Administration-	9,206	7,342	1,864	20%
Financial Partners Credit Union	1,000	700	300	30%
First American Payment Systems	5,935	4,197	1,738	29%
First Interstate Bank	5,970	4,197	1,773	30%
First National Bank of Omaha	3,000	2,100	900	30%
Fisher College of Business	20,940	12,671	8,269	39%
FocusOnTechnology	12,470	6,805	5,665	45%
Foreign Currency Exchange Corp.	5,555	4,459	1,096	20%
Franklin College	900	630	270	30%
Fulton County Health Center	3,000	1,508	1,492	50%
Global Telelinks	5,971	4,197	1,774	30%
Golfers Galore	5,970	4,197	1,773	30%
Gorilla	1,000	630	370	37%
Grace, Johnson & Smith	1,000	700	300	30%
GroundWork Group	0	141	(141)	0%
Guardium	1,800	1,274	526	29%
GyroHSR	7,350	5,145	2,205	30%
Halogen Services	6,720	5,145	1,575	23%
Helium	1,800	1,274	526	29%
Highland District Hospital	4,654	3,723	931	20%
Highlights for Children Inc.	13,423	9,829	3,594	27%
Honeybaked Ham Co.	7,677	2,597	5,080	66%
lasta	5,945	4,197	1,748	29%
Image API	375	263	112	30%
Immix Group	21,581	17,835	3,746	17%
Innersync Studio	375	263	112	30%
Innovative Process Administration	19,542	10,729	8,813	45%
Intellinetics	1,500	530	970	65%
Iron Mountain	2,000	1,400	600	30%
ISO New England Inc	900	630	270	30%
Jacob's Technology Services	5,970	4,197	1,773	30%
John Smith, Inc.	1,000	700	300	30%
Kalamazoo Komputing	476	295	181	38%
Katz & Co.	5,895	4,197	1,698	29%
Knights Surgery Center	300	83	217	72%
LA County	5,645	4,763	882	16%
Laboratory Management Services	375	263	112	30%
Lackland AFB	33,312	24,130	9,182	28%
Lasell College	5,565	3,532	2,033	37%
Leaders & Followers	3,270	1,610	1,660	51%
Lifeline of America	9,250	3,572	5,678	61%
Marshville Clinic	1,000	700	300	30%
McMurtrey & Assoc., Inc.	1,000	700	300	30%

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Medical Technology Services	900	630	270	30%
Medseek	10,720	7,723	2,997	28%
Memento Security	1,795	1,274	521	29%
Micro Electronics	27,519	16,784	10,735	39%
Midlands Choice Inc.	5,945	4,197	1,748	29%
Mintner & Mintner	1,000	700	300	30%
MMK	1,000	700	300	30%
ModusLink Global Solutions	3,995	2,797	1,198	30%
Montgomery College	7,495	5,037	2,458	33%
Moody's Economy.com	5,395	4,197	1,198	22%
MSTAR Solutions, LLC	5,970	4,197	1,773	30%
National Hot Rod Association	1,000	700	300	30%
National Information Databank	30,651	16,899	13,752	45%
National Oceanic & Atmospheric Adm.	1,000	630	370	37%
NC Department of Corrections	1,000	630	370	37%
Neospire	6,715	5,145	1,570	23%
NERC	1,000	700	300	30%
Net Documents	475	289	186	39%
NetMotion Wireless	5,945	4,197	1,748	29%
Netragard	4,995	3,497	1,498	30%
NetSpend Corporation	1,000	700	300	30%
NetStrategies	7,325	5,145	2,180	30%
nGuard	7,825	5,272	2,553	33%
NIC Technologies AZ	900	630	270	30%
NIC Technologies VA	1,000	700	300	30%
NMI InfoSecurity Solutions	6,715	5,145	1,570	23%
North Park University	2,500	569	1,931	77%
Odney-Bismarck	4,005	2,804	1,201	30%
Ohio	30,475	13,270	17,205	56%
Ohio Department of Education	5,200	4,680	520	10%
Ohio Department of Health	7,995	5,197	2,798	35%
Ohio Department of Transportation	25,500	21,105	4,395	17%
Ohio National Financial Services	5,970	4,197	1,773	30%
Ohio Rehabilitation Services Commission	16,735	10,583	6,152	37%
Ohio Tuition Trust Authority	5,592	4,287	1,305	23%
Oklahoma City	375	236	139	37%
Old Trail Printing	629	497	132	21%
Operational Research Consultants, Inc.	5,695	4,197	1,498	26%
Optimal Outlet	3,900	663	3,237	83%
Paddington, Inc.	1,000	700	300	30%
Paragon Solutions, Inc.	11,300	2,008	9,292	82%
Peminic Inc	1,800	1,274	526	29%
Pennsylvania State University	5,320	3,777	1,543	29%
Policy Research	1,000	700	300	30%
PriceWaterhouseCoopers	11,940	8,393	3,547	30%
Pricing Data & Stats	5,695	4,197	1,498	26%
Professional IT, Inc.	1,474	1,274	200	14%
Progressive Medical	3,995	2,597	1,398	35%
ProQuest	5,096	4,197	899	18%
Protiviti Inc	19,850	16,212	3,638	18%
Public Storage	1,800	1,274	526	29%
Pueblo County	1,000	630	370	37%
Quietly.com	1,770	1,274	496	28%
Rapid 7	3,904	3,497	407	10%
Randall & Bradley Group	16,157	3,200	12,957	80%
Redemtech	3,624	2,448	1,176	32%
Regina Medical System	1,000	630	370	37%
Regional Airport Authority	23,088	10,944	12,144	53%
Reserve America	5,995	4,197	1,798	30%
ReSources	5,945	4,197	1,748	29%
Riskwatch	2,500	631	1,869	75%
Robin Hobart & Assoc.	2,845	1,324	1,521	53%

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Robert Morris University	1,000	630	370	37%
Robroy Industries	9,394	5,359	4,035	43%
ROKKAN	950	341	609	64%
Safe Data Security	5,995	4,303	1,692	28%
Sarcastic, Inc.	5,495	4,197	1,298	24%
School Board of Brevard County	5,246	3,777	1,469	28%
School Employee Retirement System	25,935	12,537	13,398	52%
Security Connections, Inc.	275	25	250	91%
Sequent Inc.	29,245	15,759	13,486	46%
Sequential Data & Document Storage	33,576	10,199	23,377	70%
SinglePoint Inc.	2,500	1,199	1,301	52%
SIT Info Services	10,140	6,420	3,720	37%
Snap On Tools	1,000	700	300	30%
Solutionwhere, Inc	375	263	112	30%
South Central Power	2,995	1,947	1,048	35%
Sparrow, Johnson & Ursillo, Inc.	1,000	700	300	30%
Spohn & Associates	1,000	700	300	30%
St. Jude Children's Research Hospital	1,000	700	300	30%
State of Idaho	3,200	2,643	557	17%
Stewart Title	1,000	700	300	30%
Summit Information Systems	4,195	2,937	1,258	30%
Syrinx Technologies	1,000	700	300	30%
TechGuard	3,776	2,643	1,133	30%
TelaDoc	5,945	4,197	1,748	29%
The Library of Congress	5,255	4,631	624	12%
The TharpeRobbins Company	5,995	4,197	1,798	30%
Tips Marketing Services Corp.	250	159	91	36%
TOA Technologies	8,000	2,031	5,969	75%
Toccatà	1,000	700	300	30%
TouchNet Information Systems	5,395	4,197	1,198	22%
Trade Station	1,000	700	300	30%
Tranzact	11,630	8,393	3,237	28%
Trap Systems, Inc.	1,000	700	300	30%
Trion World	5,970	4,197	1,773	30%
TuitionHelp.com	6,295	4,281	2,014	32%
TUSHAUS Computer Services	8,190	5,622	2,568	31%
Ukrop's Super Markets, Inc.	1,000	700	300	30%
Undercover Tech	24,082	17,627	6,455	27%
University of Alabama at Birmingham	1,000	630	370	37%
University of Iowa	1,000	630	370	37%
University of Kentucky	1,493	1,147	346	23%
University of NC Wilmington	1,000	630	370	37%
University of Northern Iowa	7,595	5,169	2,426	32%
University of South Florida	2,000	1,399	601	30%
University of Southern California	1,000	630	370	37%
University of Washington	1,675	1,147	528	32%
USAbLe Life	6,850	5,145	1,705	25%
Varec	1,820	1,274	546	30%
Velir	1,000	700	300	30%
Velocys, Inc.	660	182	478	72%
Verifone	6,420	4,356	2,064	32%
Virginia Retirement System	1,000	630	370	37%
Virginia Tech	1,000	700	300	30%
Vodori	5,795	4,197	1,598	28%
W.W. Norton & Co. Inc.	4,170	2,937	1,233	30%
Warren, Kaplan & Bonbright	1,120	905	215	19%
WaveGard, Inc.	1,000	700	300	30%
Wellpoint, Inc.	5,795	4,197	1,598	28%
Wilkinson Services	6,495	4,254	2,241	35%
Zane State College	15,495	5,351	10,144	65%
TOTAL	1,745,049	1,099,636	645,413	37%

Sample Tech, Inc.
Profit & Loss Trailing 12
January - December 2010

	Jan 10	Feb 10	Mar 10	Apr 10	May 10	Jun 10	Jul 10	Aug 10	Sep 10	Oct 10	Nov 10	Dec 10	TOTAL
Ordinary Income/Expense													
Income													
Assessments	10,429	10,213	13,166	8,883	30,674	11,430	6,221	17,544	18,865	9,094	23,018	35,138	194,675
Consulting Services	24,089	31,252	13,428	15,696	22,170	32,614	8,793	13,753	18,829	10,176	12,363	23,408	226,571
Product Sales	96,180	42,474	138,391	84,491	120,874	121,528	164,944	98,933	146,909	109,833	108,418	59,521	1,292,496
Projects	5,000	950	4,200	500	950	0	3,600	0	0	6,750	1,570	3,000	26,520
Speaker's Bureau	0	2,800	0	0	0	0	0	0	0	0	0	0	2,800
Finders Fee/Commission	0	0	0	0	0	0	0	80	0	0	0	0	80
Other Regular Income	375	0	0	0	0	0	0	0	125	0	0	0	500
Total Income	136,073	87,689	169,185	109,570	174,668	165,572	183,558	130,310	184,728	135,853	145,369	121,067	1,743,642
Cost of Goods Sold													
Assessment - COGS	1,093	2,834	5,166	3,297	16,058	5,677	523	6,734	6,797	1,966	8,131	11,661	69,937
Commission	0	0	0	0	11	0	0	0	0	750	0	0	761
Consulting Services - COGS	8,499	10,798	5,092	5,792	8,884	13,524	2,671	4,360	3,352	3,470	3,589	5,796	75,827
Product Sales - COGS	70,112	30,775	103,066	59,050	89,232	91,820	119,048	69,087	104,493	78,680	80,898	48,776	945,037
Projects - COGS	1,831	212	1,501	159	341	0	796	0	0	962	1,690	364	7,856
Speaker's Bureau - COGS	0	684	30	176	4	0	0	0	0	9	0	0	903
Vendor/Partner - COGS	0	0	0	0	0	0	13	0	0	0	0	0	13
Total COGS	81,535	45,303	114,855	68,474	114,530	111,021	123,051	80,181	114,642	85,837	94,308	66,597	1,100,334
Gross Profit	54,538	42,386	54,330	41,096	60,138	54,551	60,507	50,129	70,086	50,016	51,061	54,470	643,308
Expense													
Employee Benefits	0	0	0	0	0	0	0	336	0	0	0	3,348	3,684
Reconciliation Discrepancies	0	0	0	0	0	0	0	0	0	0	0	0	0
Gifts	10	0	0	0	0	0	0	48	0	0	0	387	445
Payroll	45,476	44,844	38,539	37,172	37,816	38,859	40,427	41,121	41,770	42,006	42,956	47,239	498,225
Advertising	300	0	0	0	80	0	2,932	0	4,501	472	0	0	8,285
Bank Service Charges	37	126	37	24	228	251	50	60	185	252	426	153	1,829
Credit Card Processing	205	524	436	1,890	549	656	1,628	1,323	873	1,606	2,042	484	12,216
Computer	3,059	3,139	2,847	2,934	3,000	3,552	3,302	3,708	3,012	3,833	4,202	3,945	40,533
Depreciation and Amortization	860	860	868	926	938	954	969	969	969	969	978	2,005	12,265
Dues and Subscriptions	0	0	165	276	188	0	30	79	0	0	0	(185)	553
Healthcare Premiums	3,156	3,373	3,067	3,255	3,241	3,216	3,526	3,134	3,706	4,214	4,032	4,391	42,311
Insurance	186	709	251	251	245	520	(901)	491	493	493	493	495	3,726
Interest Expense	549	1,125	378	598	515	746	482	503	473	337	262	1,003	6,971
Internet Services	50	259	281	35	88	75	116	110	130	135	35	135	1,449
Office Equipment	152	77	77	777	926	578	205	148	669	566	395	242	4,812
Office Supplies	448	858	218	268	429	468	353	743	505	686	377	311	5,664
Outside Services	0	0	0	0	0	40	15	0	0	40	40	40	175
Postage and Delivery	13	17	39	85	80	35	1,051	89	288	89	111	106	2,003
Professional Development	662	680	570	565	747	916	780	1,213	950	717	695	733	9,228
Professional Fees	3,058	3,676	1,714	3,558	2,222	4,140	2,277	1,811	8,653	5,745	4,068	3,009	43,931
Rent	963	963	2,405	2,405	2,405	2,405	2,405	2,405	2,405	2,405	2,405	2,405	25,976
Taxes	420	420	400	1,070	400	439	424	1,031	422	424	609	424	6,483
Telephone	1,637	2,090	1,559	1,777	1,880	1,493	2,349	2,071	1,989	1,725	1,779	1,992	22,341
Travel & Ent	1,140	1,338	2,255	1,862	2,194	2,866	5,199	5,019	5,733	7,596	2,829	3,241	41,272
Reclass Payroll to COGS	(11,422)	(14,475)	(11,668)	(9,339)	(17,633)	(16,201)	(3,990)	(11,093)	(10,150)	(6,399)	(13,365)	(17,821)	(143,556)
Total Expense	50,959	50,603	44,438	50,389	40,538	46,008	63,629	55,319	67,576	67,911	55,369	58,083	650,822
Net Ordinary Income	3,579	(8,217)	9,892	(9,293)	19,600	8,543	(3,122)	(5,190)	2,510	(17,895)	(4,308)	(3,612)	(7,513)
Other Income/Expense													
Other Income													
Other Income	3	3	407	30	0	1,377	1,552	6	1,010	1,516	1,015	365	7,284
Total Other Income	3	3	407	30	0	1,377	1,552	6	1,010	1,516	1,015	365	7,284
Other Expense													
Profit Sharing Expense	2,387	0	6,595	0	13,066	5,695	0	0	1,673	0	0	0	29,416
Reclass Owner Draws to B/S	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(16,000)	(192,000)
Other Expenses	0	11,729	0	0	0	0	0	0	0	0	0	0	11,729
Total Other Expense	(13,613)	(4,271)	(9,405)	(16,000)	(2,934)	(10,305)	(16,000)	(16,000)	(14,327)	(16,000)	(16,000)	(16,000)	(150,855)
Net Other Income	13,616	4,274	9,812	16,030	2,934	11,682	17,552	16,006	15,337	17,516	17,015	16,365	158,139
Net Income	17,195	(3,943)	19,704	6,737	22,534	20,225	14,430	10,816	17,847	(379)	12,707	12,753	150,626

Sample Tech, Inc.
Statement of Cash Flows
December 2010

	Dec 10
OPERATING ACTIVITIES	
Net Income	12,755
Adjustments to reconcile Net Income to net cash provided by operations:	
Depreciation and Amortization	2,005
Accounts Receivable	(45,914)
Prepaid Expenses	27,844
Accrued Revenue	(8,998)
Accounts Payable	1,382
Chase Freedom #3373	7,205
Chase GM #3461	1,175
WrightExpress Fleet CC	108
Unearned Revenue	22,198
Accrued Liabilities:Accrued Workers Comp	100
Accrued Liabilities:Accrued Salaries	3,949
Accrued Liabilities:Accrued Expenses	(6,073)
Accrued Liabilities:Accrued City Taxes	424
*Sales Tax Payable	(3,539)
Capital Accounts:Draws:GDD	(4,000)
Capital Accounts:Draws:JD	(4,000)
Capital Accounts:Draws:SJH	(4,000)
Capital Accounts:Draws:TH	(4,000)
Net cash provided by Operating Activities	(1,379)
 INVESTING ACTIVITIES	
Cost:Hardware	(713)
Cost:Software	(17,926)
Net cash provided by Investing Activities	(18,639)
 FINANCING ACTIVITIES	
Williams Loan	(5,061)
Williams Loan - LT	4,320
Net cash provided by Financing Activities	(741)
 Net cash increase for period	 (20,759)
 Cash at beginning of period	 29,680
Cash at end of period	8,921

Sample Tech, Inc.
Statement of Cash Flows
January to December 2010

	Jan - Dec 10
OPERATING ACTIVITIES	
Net Income	150,629
Adjustments to reconcile Net Income to net cash provided by operations:	
Depreciation and Amortization	12,262
Accounts Receivable	41,917
Allowance for Chargebacks	(476)
Prepaid Expenses	127
Accrued Revenue	(15,536)
Davidson Vehicle Loan 2009-10	(27,735)
Accounts Payable	(2,865)
Chase Freedom #3373	8,764
Chase GM #3461	1,175
WrightExpress Fleet CC	122
Unearned Revenue	19,860
Accrued Liabilities:Accrued Workers Comp	420
Accrued Liabilities:Accrued Salaries	5,385
Accrued Liabilities:Accrued Commissions	184
Accrued Liabilities:Accrued Expenses	21,180
Accrued Liabilities:Accrued City Taxes	2
*Sales Tax Payable	(4,286)
Capital Accounts:Draws:GDD	(48,000)
Capital Accounts:Draws:JD	(48,000)
Capital Accounts:Draws:SJH	(48,000)
Capital Accounts:Draws:TH	(48,000)
Net cash provided by Operating Activities	19,129
INVESTING ACTIVITIES	
Cost:Equipment	(1,103)
Cost:Hardware	(3,075)
Cost:Software	(19,789)
Net cash provided by Investing Activities	(23,967)
FINANCING ACTIVITIES	
Williams Loan	0
Williams Loan - LT	1,437
Net cash provided by Financing Activities	1,437
Net cash increase for period	(3,401)
Cash at beginning of period	12,320
Cash at end of period	8,919

Sample Tech, Inc.
Balance Sheet
December 2010

	Dec 31, 10	Nov 30, 10	\$ Change
ASSETS			
Current Assets			
Checking/Savings			
Bank One Checking	8,901	29,484	(20,583)
Petty Cash	18	196	(178)
Total Checking/Savings	8,919	29,680	(20,761)
Accounts Receivable			
Accounts Receivable	147,383	101,469	45,914
Total Accounts Receivable	147,383	101,469	45,914
Other Current Assets			
Davidson Vehicle Loan 2009-10	27,735	27,735	0
Allowance for Chargebacks	599	599	0
Prepaid Expenses	15,084	42,928	(27,844)
Accrued Revenue	18,148	9,150	8,998
Total Other Current Assets	61,566	80,412	(18,846)
Total Current Assets	217,868	211,561	6,307
Fixed Assets			
Cost	105,716	87,077	18,639
Depn. Accum.	(64,821)	(62,816)	(2,005)
Total Fixed Assets	40,895	24,261	16,634
TOTAL ASSETS	258,763	235,822	22,941
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accounts Payable			
Accounts Payable	268,149	266,767	1,382
Total Accounts Payable	268,149	266,767	1,382
Credit Cards			
WrightExpress Fleet CC	122	14	108
Chase Freedom #3373	8,764	1,559	7,205
Chase GM #3461	1,175	0	1,175
Total Credit Cards	10,061	1,573	8,488
Other Current Liabilities			
Unearned Revenue	37,089	14,891	22,198
Accrued Liabilities	64,012	65,612	(1,600)
*Sales Tax Payable	12	3,551	(3,539)
Williams Loan	0	5,062	(5,062)
Total Other Current Liabilities	101,113	89,116	11,997
Total Current Liabilities	379,323	357,456	21,867
Long Term Liabilities			
Williams Loan - LT	50,960	46,640	4,320
Total Long Term Liabilities	50,960	46,640	4,320
Total Liabilities	430,283	404,096	26,187
Equity			
Capital Accounts	(1,110,446)	(1,094,446)	(16,000)
Retained Earnings	788,298	788,298	0
Net Income	150,630	137,874	12,756
Total Equity	(171,518)	(168,274)	(3,244)
TOTAL LIABILITIES & EQUITY	258,765	235,822	22,943

Sample Tech, Inc.
AR Aging Summary
As of January 17, 2011

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Absolute Tecology	750	0	0	0	0	750
American Museum of Natural History	0	14,500	0	0	0	14,500
Assurance Group	609	0	0	0	508	1,117
Children's Hospital	0	6,111	0	0	0	6,111
Children's Hospital	0	12,420	0	0	0	12,420
Click2Grow	0	5,495	0	0	0	5,495
Community Assistance	(1,082)	0	0	0	0	(1,082)
Entrepreneurial Editions	1,238	938	0	75	0	2,251
Grace, Johnson & Smith	5,845	0	0	0	0	5,845
Halogen Services	5,970	0	0	0	0	5,970
Innovative Process Administration	1,886	0	0	0	0	1,886
Jacobs Engineering	0	5,970	0	0	0	5,970
Jacob's Technology Services	5,866	0	0	0	0	5,866
Kalamazoo Komputing	11,430	0	0	0	0	11,430
Leaders & Followers	0	1,000	0	0	0	1,000
Lifeline of Ohio	0	9,000	0	0	0	9,000
Medical Technology, Inc.	(291)	0	0	0	0	(291)
Pricing Data & Stats	7,325	0	0	0	0	7,325
Sequential Data & Document Storage	0	505	0	0	0	505
SIT Info Services	1,000	0	0	0	0	1,000
TuitionHelp.com	5,970	0	0	0	0	5,970
Undercover Tech	0	0	0	0	6,559	6,559
Warren, Kaplan & Bonbright	0	3,000	0	0	0	3,000
Wilkinson Services	0	0	995	0	0	995
TOTAL	46,516	58,939	995	75	7,067	113,592

41% 52% 1% 0% 6% 100%

93% 1% 0% 6% 100%

100 70 40 10

Collection Score	94
Target	90

Sample Tech, Inc.
AP Aging Summary
As of January 17, 2011

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Accumulate Data, Inc.	0	6,420	0	630	107,648	114,698
Beanstalk CFO Group	0	2,507	0	0	0	2,507
Breen & Assoc.	10,755	10,708	8,056	0	0	29,519
Cartridges Unltd	0	95	0	0	0	95
Chase Credit Card	10,804	2,999	2,211	1,259	12,864	30,137
Core Services	0	0	0	0	10,374	10,374
Event Planners	8,213	0	0	0	0	8,213
GM Business Card	5,331	5,036	0	0	0	10,367
Immaculate Imagery	840	0	0	0	0	840
Issues Resolution	0	0	2,750	0	0	2,750
Leap To IT	0	0	387	0	0	387
Midwest Marketing Inc.	0	0	0	191	0	191
MindingTheWeb.com	0	0	0	0	6,765	6,765
Murphy & Associates	0	0	0	1,840	0	1,840
Northwest Janitorial Services	0	0	200	0	0	200
Principal Financial Group	0	0	0	0	(900)	(900)
Pro OnCall	0	164	0	0	0	164
Qualtiy Controllers	0	7,144	16,242	18,840	(440)	41,786
QuickButton	0	496	0	0	0	496
Redhawk	0	3,000	0	0	0	3,000
Salesmarket.com	0	227	0	0	0	227
Sophias	0	212	0	0	0	212
Toshiba	335	0	0	0	0	335
Verizon Wireless	0	965	0	0	0	965
Walter Real Estate	0	2,405	0	0	0	2,405
Wright Express	0	14	0	0	0	14
TOTAL	36,278	42,392	29,846	22,760	136,311	267,587

Sample Tech, Inc.
Utilization
December 2010

Name	Client	Hours	Billable	Admin	Total Hrs	Avail Hrs	Over/ (Under)	Utilization
Amanda Arlington								
	Absolute Technology	2.00	2.00					
	Baseline Unltd	21.50	21.50					
	Click2Grow	5.00	5.00					
	Golfers Galore	4.00	4.00					
Total Amanda Arlington		32.50	32.50		32.50	176.00	(143.50)	18%
David Cotter								
	Absolute Technology	3.00	3.00					
	Baseline Unltd	1.50	1.50					
	National Information Databank	5.25	5.25					
Total David Cotter		9.75	9.75		9.75	176.00	(166.25)	6%
Laura Fisher								
	Baseline Unltd	10.00	10.00					
	Click2Grow	8.00	8.00					
	Golfers Galore	2.00	2.00					
	Halogen Services	9.00	9.00					
	National Information Databank	3.50	3.50					
	Optimal Outlet	52.50	52.50					
	Sequential Data & Document Storage	3.00	3.00					
Total Laura Fisher		88.00	88.00		88.00	88.00	-	100%
Mike George								
	Lifeline of Ohio:SS365	15.50	15.50					
Total Mike George		15.50	15.50		15.50	15.50	-	100%
Robert Miller								
	Absolute Technology	2.50	2.50					
	Baseline Unltd	38.00	38.00					
	Click2Grow	5.00	5.00					
	Halogen Services	92.00	92.00					
	Sequential Data & Document Storage	8.00	8.00					
	Undercover Tech	10.00	10.00					
Total Robert Miller		155.50	155.50		155.50	176.00	(20.50)	88%
Samual Robinson								
	Absolute Technology	1.00	1.00					
	Baseline Unltd	3.00	3.00					
	Click2Grow	73.50	73.50					
	Optimal Outlet	31.00	31.00					
	Sequential Data & Document Storage	3.00	3.00					
	Warren, Kaplan & Bonbright	21.00	21.00					
Total Samual Robinson		132.50	132.50		132.50	176.00	(43.50)	75%
TOTAL		433.75	433.75		433.75	807.50	(373.75)	54%

Sample Tech, Inc.
Action Items
December 2010

Matters Discussed that Might Affect Finance/Accounting							
Decisions Made							
Action Items							
Client	Ord	Responsibility	Date Assigned	Description	Due Date	Completed	Notes
Sample Tech	1	Sarah	9.24.10	Provide feedback on QB per adobe	12.15.10	xx	
Sample Tech	2	David, Amanda	9.24.10	work in Salesmarket to provide commisson sharing between reps	01.31.11		Contingent on findings above
Sample Tech	3	David	1.16.11	Confirm full day billing is reflected in time reporting for < full days worked. If only adjusted in billing, we wont have accurate reflection of utilization or avg rev per hour	01.31.11		
Sample Tech	4	Mike	2.17.10	Continue to accrue bonuses, but these will not be paid until after Accumulate, Breen and QuicButton are current in AP	03.13.11		OK.
Sample Tech	5	Sarah	8.21.10	Discuss with David:The mileage that we have been paying to Mike George has been over \$1K for the last several months. (May=\$1,441, Jun=\$1,529, Jul=\$1,060) Would it make more sense to rent a car rather than pay him mileage?	08.25.10		
Sample Tech	6	Laura	8.26.10	Consider modifying/simplifying commission payout on sale or realization instead of collection.	09.18.10	xx	They will also need a payback clause in the event client does not pay
Sample Tech	7	David	12.15.10	For the YTD our net ordinary loss is \$4K but we've still incurred almost \$30K in profit sharing expense. This method of profit sharing doesn't make sense from a cash flow/working capital standpoint. Please discuss possible revision to plan with David	02.10.11		
Sample Tech	8	David	12.15.10	Call ADP and conference in Beanstalk to discuss plan for running the car allowance through payroll	12.31.10	xx	