

Profit and Loss - sample
COMMUNITY CENTRES SA INCORPORATED
For the month ended dd mmm yyyy

Account	Mth 2025	Mth YTD 2025 Budget	Variance
Trading Income			
Grant Revenue			
Grant A			0.00
Grant B			0.00
Grant C			0.00
Grant D			0.00
Total Grant Revenue	0.00	0.00	0.00
Membership Income			
Members			0.00
Members			0.00
Members			0.00
Total Membership Income	0.00	0.00	0.00
Operating Activities			
Training			0.00
Conference			0.00
Total Operating Activities	0.00	0.00	0.00
Other Income			
Other fees			0.00
Other fees			0.00
Total Other Income	0.00	0.00	0.00
Total Trading Income	0.00	0.00	0.00
Program Expenses			
General Program Costs			0.00
Overhead / Operating Cost Allocation			0.00
Program Car Parking			0.00
Program Catering			0.00
Program Consultants			0.00
Program Mileage			0.00
Program Motor Vehicle Expenses			0.00
Program Training & Development			0.00
Program Travel & Accommodation			0.00
Total Program Expenses	0.00	0.00	0.00
Gross Profit	0.00	0.00	0.00
Operating Expenses			
Employee Expenses			
Salaries & Wages			0.00
Superannuation			0.00
Annual Leave Expense			0.00
Long Service Leave Expense			0.00
Workover			0.00
Total Employee Expenses	0.00	0.00	0.00
Administration Expenses			
Accounting, Audit & Bookkeeping Fees			0.00
Bank Charges			0.00
Board/Governance Expenses			0.00
Printing & Stationery			0.00
Staff Travel & Accommodation			0.00
Sundry Expenses			0.00
Total Administration Expenses	0.00	0.00	0.00
Event & Marketing Expenses			
Community Centre Awards & Sponsorship			0.00
Conference Expenses			0.00
Event Costs			0.00
Marketing Contractors & Consultants			0.00
Total Event & Marketing Expenses	0.00	0.00	0.00
Premises Expenses			
Cleaning & Pest Control			0.00
Rent & Outgoings			0.00
Security & Fire Monitoring/Serviceing			0.00
Test & Tag Costs			0.00
Utilities			0.00
Telephone & Internet Costs			0.00
Repairs & Maintenance			0.00
Total Premises Expenses	0.00	0.00	0.00
Total Operating Expenses	0.00	0.00	0.00
Operating Profit	0.00	0.00	0.00
Other Income			
			0.00
Total Other Income	0.00	0.00	0.00
Net Profit	0.00	0.00	0.00

Please Note: Given the different corporate structures of the various community centres in SA, any information we provide in this training is general in nature and not specific accounting advice for particular community centres. Therefore, the sample balance sheet and Profit and Loss statement are an example of each type of document rather than a final copy ready for use. Each report would need to be updated to reflect the requirements of the relevant organisation.

Should a community centre like specific advice in relation to their accounting and reporting requirements they are advised to contact PKFAdelaide for assistance directly.