

A: INCOME		Actual	Notes
1	Gross Turnover - CC/Pty		
2	Other Income to CC/Pty		
3	Other Income -		
	<b>GROSS INCOME</b>		

B: DEDUCTIONS OFF TURNOVER / INCOME		Actual	Notes
1	Gross Income to Member/s from CC/Pty		To Reflect on Personal i&e
2	Paye Contributions		
3	Uif Contributions		
4	Pension Contributions		
5	Other -		
	<b>TOTAL DEDUCTIONS</b>		
	<b>NETT INCOME (THIS MONTH)</b>		

C: MONTHLY NECESSARY EXPENSES		O/P	Actual	Notes
1	General Office Expenses			
2	Bond / Rent			
3	Water & Electricity / Rates & Taxes			
4	Vehicle Lease/s			
5	Insurance/s			
6	Vehicle Maintenance			
7	Petrol / Transport			
8	Salaries to staff (Drawings under B1 above)			
9	Telephone – Cel / Landline			
10	Bank Charges / Interest on Overdraft			
11	Computer Maintenance			
12	Any unrecorded expense - last month			
13	Priority Creditor/Expense 1 – this month			
14	Priority Creditor/Expense 2 – this month			
15	Other 1 – A-Creditor Arrears:			
16	Other 2 – A-Creditor Arrears:			
17	Other 3 -			
18	Other 4 -			
19	Other 5 -			
20	Other 6 -			
21	Other 7 -			
	<b>TOTAL EXPENSES</b>			
	<b>NETT EXCESS (SHORTFALL) THIS MONTH</b>			

D: CREDITORS		A/B	Outs Balance	Instalment	Notes
1	Creditor Name:				
2	Creditor Name:				
3	Creditor Name:				
4	Creditor Name:				
5	Creditor Name:				
6	Creditor Name:				
7	Creditor Name:				
8	Creditor Name:				
9	Creditor Name:				
10	Creditor Name:				
11	Creditor Name:				
12	Creditor Name:				
13	Creditor Name:				
14	Creditor Name:				
15	Creditor Name:				

E: ASSETS		Value	Outst Bal	Instalment	Notes
1	Business Premises -				
2	Vehicle 1 -				
3	Vehicle 2 -				
4	Office Furniture -				
5	Computer / Other Equipment -				
6	Stock, etc -				
7	Other -				

Extra Notes: