

| <b>Purchases</b>              | <b>£</b> |
|-------------------------------|----------|
| Sub Contractor Costs          |          |
| Direct Labour                 |          |
| Commissions Payable           |          |
| Hire of Plant & Machinery     |          |
| Other Direct Costs            |          |
| Distribution Costs            |          |
| Wages & Salaries              |          |
| Directors' Salaries           |          |
| Pensions                      |          |
| Bonuses                       |          |
| Employer's NI                 |          |
| Temporary Staff & Recruitment |          |
| Staff Training & Welfare      |          |
| Travel & Subsistence          |          |
| Motoring Expenses             |          |
| Entertaining                  |          |
| Rent                          |          |
| Use of Home                   |          |
| Cleaning                      |          |
| Light & Heat                  |          |
| Telephone & Fax               |          |
| Internet                      |          |
| Postage                       |          |
| Stationary & Printing         |          |
| Courier Services              |          |
| Subscriptions                 |          |
| Insurance                     |          |
| Equipment Expensed            |          |
| Equipment Hire                |          |
| Repairs & Maintenance         |          |
| Bad Debts                     |          |
| Accountancy Fees              |          |
| Solicitors Fees               |          |
| Consultancy Fees              |          |
| Advertising & PR              |          |
| Corporation Tax               |          |
| Total                         |          |

| <b>Income</b>  | <b>£</b> |
|----------------|----------|
| Sales          |          |
| Loans          |          |
| Directors Loan |          |
| Grants         |          |
| Total          |          |

| <b>Assests</b>     | <b>£</b> |
|--------------------|----------|
| Land Additions     |          |
| Land Disposal      |          |
| Plant Additions    |          |
| Plant Disposal     |          |
| Vehicles Additions |          |
| Vehicles Disposals |          |
| Fixtures Additions |          |
| Fixtures Disposal  |          |
| Computer Addition  |          |
| Computer Disposal  |          |

| <b>Summary</b>    | <b>£</b> |
|-------------------|----------|
| Total Sales       |          |
| Total Expenditure |          |
| Assest overal +/- |          |