

How good would it be to get a report like this each month ? ..... tailored to your business = no more "Flying Blind"

## MONTHLY KEY INDICATORS REPORT

XYZ PTY LTD

SAMPLE

### FINANCIAL RESULTS

	<u>This Year</u>	<u>Budget</u>		Signal
<u>Profit and Loss Report</u>	<u>July-Feb</u>	<u>July-Feb</u>	<u>Increase %</u>	
Total Sales/Invoicing	\$2,255,210	\$2,405,968	-6.3%	
Cost of Materials	\$1,210,300	\$1,304,040	-7.2%	
<b>Gross Margin</b>	<b>\$1,044,910</b>	<b>\$1,101,928</b>	-5.2%	
<i>GP %</i>	<b>46.3%</b>	<b>45.8%</b>		
<b>Less: Operating Expenses</b>				
Staff Wages (incl super)	\$733,900	\$739,457	-0.8%	
Other Costs	\$301,500	\$295,300	2.1%	
<b>Total Operating Expenses</b>	<b>\$1,035,400</b>	<b>\$1,034,757</b>	0.1%	
<b>Core Business Profit</b>	<b>\$9,510</b>	<b>\$67,171</b>	-85.8%	
Plus/Minus change in Debtors/Creditors	-\$15,200	0		
Less Interest Costs on Overdraft	-\$13,581	-\$12,100	12.2%	
Less Loan repayments	-\$35,600	-\$35,600	0.0%	
Less Equipment Purchases	-\$14,200	-\$14,200		
<b>Cash Surplus</b>	<b>-\$69,071</b>	<b>\$5,271</b>		
<b>Liquidity Check</b>	<b>This Year</b>			
Nett Cash	-\$233,389			
Debtors (Customers owe us)	\$527,705			
Less Creditors (what we owe to suppliers)	-\$404,530			
Less Nett GST/taxes owed to ATO	-\$21,980			
Less PAYG employee tax + Super unpaid	-\$24,313			
<b>Nett Liquidity</b>	<b>-\$450,823</b>			
<b>Quick Ratio -Liquidity</b>	<b>0.65</b>			

should be greater than 1.5

### KEY INDICATORS

	<u>This Year</u>	<u>Budget</u>		Signal
<u>Other Revenue indicators</u>	<u>July-Feb</u>	<u>July-Feb</u>		
Number of invoices	2,904	2,707		
Average sale value	\$777	\$889		
Total Discounts given on invoices	\$511	\$1,000		
<b>Monthly Sales required to achieve Break-even</b>	<b>\$275,000</b>	<b>\$281,000</b>		
<b>Wages indicators</b>				
Wages \$ (including superannuation)	\$733,900	\$739,457		
Number of employees paid	39	39		
Wages \$ average per week	\$33,359	\$33,612		
Wages as % of Sales	32.5%	30.7%		
<b>Other biggest costs</b>				
Insurances	\$56,550	\$56,501		
Motor Vehicles- Fuel	\$29,292	\$26,215		
Vehicle & Equipment Repayments	\$33,060	\$33,048		
Phone	\$10,230	\$9,770		
<b>Debtors/Receivables - Average days to collect</b>	<b>57</b>	<b>61</b>		
Debtors over 60 days -% of total debtors	15%	12%		
<b>Other business indicators</b>				
All Taxes paid on time	yes	yes		
Number of new Sales leads	26	20		
Proportion converted to sales	35%	50%		

= Good  
 = Danger