## *Simple Statement of Cost and Profit or Cost Sheet*

| **Particulars** | Amount | Amount |
|---|---|---|
| Opening Stock of Raw Material | *** | |
| Add: Purchase of Raw materials | *** | |
| Add: Purchase Expenses | *** | |
| Less: Closing stock of Raw Materials ___ | *** | |
| Raw Materials Consumed | *** | |
| Direct Wages (Labour) | *** | |
| Direct Charges | *** | |
| Prime cost (A) | | *** |
| Add :- Factory Over Heads: | | |
| Factory Rent | *** | |
| Power and Fuel Charges | *** | |
| Indirect Material | *** | |
| Indirect Wages Supervisor Salary | *** | |
| Drawing Office Salary | *** | |
| Factory Insurance | *** | |
| Factory Asset Depreciation | *** | |
| | *** | |
| Works cost | | *** |
| Add: Opening Stock of WIP | *** | |
| Less: Closing Stock of WIP ____ | *** | |
| Work / Factory / Production Cost (B) | | *** |
| Add:- Administration Over Heads:- | | |
| Office Rent | *** | |
| Asset Depreciation | *** | |
| General Charges | *** | |
| Audit Fees | *** | |
| Bank Charges | *** | |
| Counting house Salary | *** | |
| Other Office Expenses | *** | |
| Cost of Production (Goods Produced) (C) | | *** |
| Add: Opening stock of Finished Goods | *** | |
| Less: Closing stock of Finished Goods ____ | *** | |
| Cost of Goods Sold | | *** |
| Add:- Selling and Distribution OH:- | | |
| Sales Man Commission | *** | |
| Sales Man Salary | *** | |
| Traveling Expenses | *** | |
| Advertisement | *** | |
| Delivery Man expenses | *** | |
| Sales Tax | *** | |
| Bad Debts | *** | |
| Cost of Sales (D) | | *** |
| Profit (Balancing Figure) ___ | | *** |
| Sales (Total Sales / Selling Price) | | *** |

Notes:-

1) Factory Over Heads are recovered as a percentage of direct wages

2) Administration Over Heads, Selling and Distribution Overheads are recovered as a percentage of works cost.

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