



Sales Reporting

Budget vs Actual by Period

About the report – This report provides data on Budget, Actual, Variance and Variance percentage for a user specified range of accounts by period. The user can specify the period type (week, month, quarter, year) and a start and end date.

Dates used in filtering must be formatted to the same format used in NAV.

Modifying this report – This report can be modified by entering design mode from the Jet tab.

General Ledger Budget to Actual by Period

Period Type: Month
 Date Filter: 1/1/2018, 6/1/2018
 Run Date: 1/13/2018

Name	Period Ending				1/1/2018				2/1/2018				3/1/2018				4/1/2018				5/1/2018				6/1/2018			
	Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Actual	Variance	%	Budget	Actual	Variance	%				
Operating Expenses																												
Selling Expenses																												
Advertising	21,541.01	21,026.94	514.07	2%	15,063.13	20,643.96	(5,580.77)	37%	21,350.97	20,802.20	488.77	2%	19,878.80	20,285.70	(406.90)	2%	20,742.35	21,135.43	(393.08)	2%	20,135.82	20,817.28	(677.46)	3%				
Outplacement/Marketing	61,164.18	59,025.21	2,138.96	3%	61,164.18	61,283.25	(118.91)	0%	55,981.60	58,998.80	(2,991.90)	5%	55,981.60	58,851.83	(2,870.23)	5%	59,930.66	60,491.43	(560.78)	1%	61,851.36	62,965.87	(1,114.51)	2%				
Entertainment and HR	4,896.57	4,803.87	92.70	2%	4,896.57	4,539.88	356.69	7%	4,845.37	5,382.85	(537.48)	11%	4,872.89	4,860.50	12.39	0%	4,833.59	4,895.42	(61.83)	1%	4,444.07	4,517.96	(73.89)	2%				
Sales Promotions	7,206.37	7,356.82	(150.45)	2%	7,130.82	6,832.47	298.35	4%	7,480.00	6,822.17	657.83	9%	7,889.40	7,542.82	346.58	4%	6,808.03	7,382.82	(574.79)	8%	7,683.37	7,545.82	137.55	2%				
Events	-	-	-	-	998.82	1,085.80	(86.98)	9%	1,088.56	1,088.30	0.26	0%	-	-	-	-	-	-	-	-	-	-	-	-				
Dulcify & Shipping	38,310.26	38,438.10	(127.84)	-	34,222.33	35,905.16	(2,270.70)	7%	41,484.79	40,137.16	1,347.63	3%	37,897.40	36,935.16	962.23	3%	36,657.71	36,425.16	232.55	0%	38,210.68	36,641.15	1,569.53	4%				
Total Selling Expenses	133,123.25	130,660.90	2,462.35	2%	132,188.64	131,266.25	1,922.39	1%	132,764.78	131,250.84	1,513.94	1%	125,795.88	122,689.43	3,106.45	2%	128,662.72	132,964.25	(4,301.53)	3%	132,229.29	132,547.69	(318.40)	0%				
Personnel Expenses																												
Wages	89,249.10	102,585.17	(13,336.07)	15%	86,481.47	94,009.82	(7,528.35)	9%	82,639.92	89,824.64	(7,184.72)	9%	86,628.22	103,301.31	(16,673.09)	19%	112,302.25	101,065.05	11,237.20	10%	120,257.89	125,272.27	(5,014.38)	4%				
Salaries	292,367.73	324,853.03	(32,485.30)	11%	285,765.53	297,072.43	(11,306.90)	4%	300,389.88	284,701.26	15,688.62	5%	341,181.00	328,020.83	13,160.17	4%	319,345.98	329,222.67	(9,876.69)	3%	327,110.86	327,012.23	98.63	0%				
Vacation Compensation	5,881.56	6,836.02	(954.46)	12%	6,580.54	6,266.80	313.74	5%	6,474.58	5,994.98	479.60	7%	7,263.83	6,926.76	337.07	5%	7,624.10	6,931.00	693.10	9%	7,852.67	8,358.16	(505.49)	6%				
Payroll Taxes	31,801.41	34,195.06	(2,393.65)	8%	27,205.53	31,335.94	(4,130.41)	15%	32,073.12	34,974.88	(2,901.76)	9%	37,404.48	34,933.78	2,470.70	7%	31,188.17	34,055.03	(2,866.86)	9%	45,134.02	41,790.79	3,343.23	8%				
Health Insurance	4,657.53	5,126.26	(468.73)	11%	4,626.10	4,760.10	(134.00)	3%	3,285.07	4,496.24	(1,211.17)	37%	5,029.21	5,139.26	(110.05)	2%	4,878.43	5,198.26	(319.83)	7%	6,882.48	7,208.02	(325.54)	5%				
Work Life Insurance	82.49	84.00	(1.51)	2%	31.83	31.84	(0.01)	0%	27.26	29.96	(2.70)	10%	33.75	34.04	(0.29)	1%	31.94	34.08	(2.14)	7%	43.87	41.78	2.09	5%				
Workers Compensation	31.40	34.20	(2.79)	11%	31.63	31.34	0.29	1%	32.05	29.00	3.05	11%	34.89	34.04	0.85	2%	30.85	34.06	(3.21)	9%	43.87	41.78	2.09	5%				
401K Contributions	7,180.47	6,836.02	344.45	5%	6,028.80	6,266.80	(238.00)	4%	5,345.48	5,988.68	(643.20)	12%	6,288.22	6,926.76	(638.54)	9%	7,554.70	6,931.00	623.70	9%	9,193.89	8,838.16	355.73	4%				
Total Personnel Expenses	431,211.25	480,508.96	(49,297.71)	11%	416,434.90	440,341.27	(23,906.37)	6%	411,839.07	421,207.00	(9,367.93)	2%	455,313.00	496,079.78	(40,766.78)	9%	482,737.47	496,572.32	(13,834.85)	3%	546,830.25	557,243.73	(10,413.48)	2%				
Computer Expenses																												
Software	2,383.38	2,207.55	175.83	7%	2,148.69	1,989.53	159.16	7%	1,708.39	2,009.53	(301.14)	18%	2,306.94	2,390.53	(83.59)	4%	2,171.10	2,128.53	42.57	2%	1,811.38	1,986.55	(175.17)	10%				
Consultant Services	2,383.32	2,186.53	196.79	8%	2,001.21	2,021.53	(20.32)	1%	1,896.27	1,915.13	(18.86)	1%	2,081.83	2,398.53	(316.70)	16%	1,047.03	2,342.53	(1,295.50)	14%	2,158.50	2,348.53	(190.03)	8%				
Total Computer Expenses	4,766.70	4,394.08	372.62	8%	4,149.90	4,011.06	138.84	3%	3,604.66	3,924.66	(319.99)	9%	4,388.77	4,789.06	(400.29)	9%	4,118.13	4,511.06	(392.93)	10%	3,969.87	4,298.06	(328.19)	8%				
Building Maintenance Expenses																												
Cleaning	781.51	853.31	(71.79)	11%	821.36	786.21	35.15	4%	821.86	825.21	(3.35)	0%	771.21	771.21	-	0%	786.67	809.21	(22.54)	3%	879.21	811.31	67.90	8%				
Electricity and Heating	2,005.04	2,044.53	(38.91)	2%	1,856.19	1,833.51	22.68	1%	2,105.53	2,159.53	(54.00)	3%	2,169.15	2,109.53	59.62	3%	2,201.08	2,001.53	199.55	10%	2,093.00	2,150.53	(57.53)	3%				
Repairs and Maintenance	2,208.02	2,006.53	201.49	9%	2,181.13	2,150.53	30.60	1%	1,918.00	2,177.53	(259.53)	13%	1,879.60	2,111.53	(231.93)	13%	2,259.91	2,337.53	(77.62)	3%	2,250.00	2,075.53	174.47	8%				
Total Bldg. Maint. Expenses	4,994.58	4,923.27	71.31	1%	4,858.56	4,877.27	(18.71)	0%	4,939.89	5,162.27	(222.38)	5%	4,777.39	5,142.27	(364.88)	8%	5,261.25	5,108.27	152.98	3%	5,222.07	5,000.27	221.80	4%				
Administrative Expenses																												
Office Supplies	70.67	76.62	(5.95)	8%	84.24	89.62	(5.38)	6%	71.61	80.62	(9.01)	13%	79.95	77.62	2.33	3%	75.85	76.62	(0.77)	1%	89.47	83.62	5.85	7%				
Phone and Fax	2,425.81	2,554.64	(128.83)	5%	2,710.91	2,605.64	105.27	4%	2,204.17	2,165.64	38.53	2%	2,037.70	2,165.64	(127.94)	6%	2,121.97	2,555.64	(433.67)	20%	2,074.87	2,412.64	(337.77)	14%				
Postage	480.33	439.11	41.22	9%	476.68	452.11	24.57	5%	397.04	391.11	6.93	2%	401.80	451.11	(49.31)	11%	372.29	404.11	(31.82)	8%	372.29	409.11	(36.82)	10%				
Total Administrative Expenses	2,827.31	3,073.37	(246.06)	9%	3,251.76	3,148.37	103.39	3%	2,472.22	2,776.37	(304.15)	12%	2,525.51	2,646.37	(120.86)	5%	3,151.25	3,087.37	63.88	2%	2,530.01	2,920.37	(390.36)	15%				
Depreciation of Fixed Assets																												
Total Operating Expenses	576,763.59	623,590.46	(46,826.87)	8%	561,489.80	588,622.02	(27,132.22)	5%	585,321.32	567,363.54	17,957.78	3%	632,699.41	626,735.91	5,963.50	1%	623,992.80	622,707.27	1,285.53	0%	600,796.20	730,036.42	(129,240.22)	21%				
Net Operating Income	(107,947.82)	(137,115.40)	29,167.58	21%	(41,729.23)	(40,174.85)	(1,554.38)	4%	(27,004.48)	(42,988.80)	15,984.32	58%	(8,644.16)	(80,726.57)	72,082.41	83%	(25,387.84)	(54,404.98)	29,017.13	53%	(196,526.18)	(154,895.81)	41,630.37	27%				
Interest Income																												