

# THE BALANCE SHEET

The Balance Sheet is a measure of the solvency of the business, and the degree of the owner's investment which, in the last analysis, is the "cushion" that protects creditors. Illustrated below is a typical balance sheet format (applicable to any type of business).

Name of Company \_\_\_\_\_

Address \_\_\_\_\_

To \_\_\_\_\_

Balance Sheet As Of \_\_\_\_\_ 20\_\_\_\_\_

<b>CURRENT ASSETS:</b>	<ul style="list-style-type: none"> <li>• Cash on Hand and in Banks ..... \$ _____</li> <li>• Accounts Receivable ..... _____</li> <li>• Notes Receivable, Trade ..... _____</li> <li>• Notes Receivable, Other ..... _____</li> <li>• Inventory ..... _____</li> <li>• Marketable Securities ..... _____</li> <li>• Other Current Assets ..... _____</li> </ul>	
	<b>Total Current Assets:</b>	\$ _____
<b>LONG-TERM ASSETS:</b>	<ul style="list-style-type: none"> <li>• Real Estate..... _____</li> <li>• Machinery &amp; Equipment ..... _____</li> <li>• Other Assets (attach list if needed) ..... _____</li> <li>• Deferred, Prepaid, Intangible Expenses..... _____</li> </ul>	
	<b>Total Long-Term Assets:</b>	\$ _____
	<b>Total Assets:</b>	\$ _____
<b>CURRENT LIABILITIES:</b>	<ul style="list-style-type: none"> <li>• Notes Payable, Banks ..... \$ _____</li> <li>• Notes Payable, Other ..... _____</li> <li>• Accounts Payable, Current ..... _____</li> <li>• Accounts Payable, Past Due ..... _____</li> <li>• Accrued Federal, State Income Taxes ..... _____</li> <li>• Other Accrued Expenses ..... _____</li> <li>• Current Portion Long-Term Debt ..... _____</li> <li>• Other Current Liabilities ..... _____</li> </ul>	
	<b>Total Current Liabilities:</b>	\$ _____
<b>LONG-TERM LIABILITIES:</b>	<ul style="list-style-type: none"> <li>• Mortgage Debt due after 1 year ..... \$ _____</li> <li>• Equipment Debt due after 1 year ..... _____</li> <li>• Other Long-Term Debt ..... _____</li> </ul>	
	<b>Total Long-Term Liabilities:</b>	\$ _____
	<ul style="list-style-type: none"> <li>• Capital Account (Corporate Only)..... _____</li> <li>• Preferred Stock..... _____</li> <li>• Common Stock..... _____</li> <li>• Capital Surplus..... _____</li> <li>• Retained Earnings ..... _____</li> </ul>	
	<b>Total Net Worth:</b>	\$ _____
	<b>Total Liabilities and Net Worth:</b>	\$ _____

**NOTE:** In order to complete the Balance Sheet properly, *Total Assets* must equal *Total Liabilities* plus *Net Worth*.