

ANNUAL SALES REVENUE REPORT

Company Name:

Fiscal Year:

Prepared By:

Date Prepared:

1. QUARTERLY REVENUE SUMMARY

Quarter	Target Revenue	Actual Revenue	Variance (\$)	Variance (%)
Quarter 1 (Q1)				
Quarter 2 (Q2)				
Quarter 3 (Q3)				
Quarter 4 (Q4)				
Total Year				

2. MONTHLY REVENUE BREAKDOWN

Month	Target Revenue	Actual Revenue	Variance (\$)	Variance (%)
January				
February				
March				
April				
May				
June				
July				
August				
September				
October				
November				
December				

Month	Target Revenue	Actual Revenue	Variance (\$)	Variance (%)
Total Year				

3. REVENUE BY PRODUCT / SERVICE LINE

Product / Service Category	Actual Revenue	% of Total Revenue
Total		

4. COMMENTS & KEY FINDINGS

Prepared By (Signature / Date)

Approved By (Signature / Date)