

Possible Categories For Your Profit First Accounts

As you are setting up the **Profit First System**, it's important that you make sure your accounting is functioning accurately first, and you have a foundation to build off of.

When it comes to the accounting – you want things to stay consistent as it will streamline the process.

These are categories you may be using to help systematize your set up.

[INCOME]

- Revenue
- Sales
- Group Training Income
- Personal Training Income
- Nutrition Services
- Membership Services
- Retail Sales
- Supplement Sales
- Training Gear

[COST OF ITEMS YOU SELL]

- Cost of supplements
- Cost of Goods Sold
- Cost of Apparel



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Possible Categories For Your Profit First Accounts

[PROFIT]

- If the gym provided this, the number should be on your Balance Sheet either as a separate category in the *equity* section, or as a part in owner's distribution or draws.
- This would be distributions to reward the owners and not distributions used for the owner's normal living expenses

[TAX]

- This is only for income taxes.
- If the gym paid for this, the number should be on your Balance Sheet - (*equity section or owner's distribution*)

[TEAM MEMBER]

- Expense
- Salary & Wages
- Coaches
- Team member expense
- Staff Expense
- Office Staff

Possible Categories For Your Profit First Accounts

[OWNER'S PAY]

- Owner's portion of wages in payroll expenses
- Cell Phone - (probably listed under telephone expense)
- Travel
- Auto Expense - (include all expense that went into the owner's vehicle)
- Corporate Rent - (tax strategy that pays owner but is a rent expense)
- Dues and Subscriptions
- Owner Distributions - (found on the Balance Sheet)
- Shareholder Distributions - (found on the Balance Sheet)
- Owner's Draw - (found on the Balance Sheet)
- Meals - (the portion of meals that really benefited the owner)
- Health Insurance - (only if this is getting expensed through the business)
- Supplements - (used by the owners)

[EQUIPMENT]

- Fixed Asset purchased during the year
- Repairs and Maintenance Expense - (the portion that bought equipment)
- Small Gym Equipment
- InBody Payments

Possible Categories For Your Profit First Accounts

[OPEX (OPERATING EXPENSES)]

- Advertising Expense
- Accounting Expense
- Affiliate Fees
- Bank Fees
- Competition Expenses
- Computer and Internet Expense
- Cleaning Services
- Dues and Subscriptions
- Employee Benefits
- Franchise Fees
- Interest Expense
- Insurance
- Janitorial Expenses
- Lease Expense
- Legal and Professional Fees
- Licenses
- Office Supplies
- Office Expense Miscellaneous - *(we recommend never having this category)*
- Donations - *(you could argue these belong under the PROFIT section)*
- Repairs & Maintenance - *(the portion not used to repair or maintain equipment)*
- Travel *(legit travel for the business)*
- Merchant Service Charges
- Postage
- Property Taxes
- Payroll Taxes
- Rent
- Sales Taxes
- Scrubber payments
- Software
- Telephone Expense
- Training/Education/Certification
- Uniforms
- Utilities
- Website Expense