EXAMPLE

|  |
| --- |
| TO ACCOMPANY TDOT'S FORM DT-0330BALANCE SHEET FOR DECEMBER 2020(End of Flrm's Fiscal Year) Mayberry Consultants, Inc Name of Firm |
| ASSETS | LIABILITIES AND NET WORTH |
| CURRENT ASSETS | CURRENT LIABILITIES |
| Cash:On Hand In BanksCertified Checks on Deposit for BidsNotes Receivable (Less Discount) Accounts ReceivableStocks and Bonds InventoriesInterest Receivable Accrued on Notes, Securities, etc.Life InsuranceTotal Current Assets | $ 157,372.38 | Judgements & Accounts PayableNotes Payable1. To banks for certified checks
2. To banks for payoffs
3. To material companies
4. To equipment companies
5. To other (exclusive of equipment) Owing Subcontractors

Accrued taxesAccrued Salaries and Payoffs Accrued Interest PayableTotal Current Liabilities | $ 73,280.02 |
|  | $ 24,462.34 |
|  |
| $ 1,756.33 |  |
| $ 166,754.55 |  |
|  |  |
|  |  |
|  |  |
| $ 128.87 |
|  |  |
| $ 325,883.26 |  |
| $ 97,871.23 |
| FIXED ASSETS NET BOOK VALUE | FIXED AND OTHER LIABILITIES |
| Plant and Equipment Real EstateTotal Fixed Assets | $ 14,100.15 | Mortgage on Plant Equipment Mortgage on Real Estate Other LiabilitiesTotal Fixed and Other Liabilities |  |
| $ 125,468.17 | $83,110.51 |
| $ 139,568.32 |  |
| $83,110.51 |
| OTHER ASSETS | NET WORTH |
| Real Estate - Not used in business and, Bldg., Improvement, etc.Misc. AssetsTotal Other Assets |  | - |  |
| Individual Partnership Retained Earnings Capital StockSurplus |  |
|  | $ 130,329.71 |
| $2,115.84 | $ 151,171.42 |
| $2,115.84 | $ 5,084.55 |
| TOTAL ASSETS | $ 467,567.42 | TOTAL LIABILITIES AN D NET W ORTH | $ 467,567.42 |
| The Financial Statement above presents fairly the financial position of the subject firm in the noted period. l *J c* l Name (Signature) Title |  |

Revised 12/15/21

**EXAMPLE**

**TABLE** 5 - 5: **SAMPLE OVERHEAD SCHEDULE**

SAMPLE CONSULTING COMPANY, Inc.

Statement of Direct Labor, Fringe Benefits, and General Overhead For the Year Ended December 31. 202x

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | General Ledger | **Ojrect** Disallowed |  | Proposed Company | **%of****Direct** |
| Account Number & Description | Account Balance | Costs Costs |  | Wide | Labor |
| DIRECT LABOR | $ 1.950,501 | $ 1.950,501 $ |  | $ 1,950,501 | 100.00% |
| INDIRECT COSTS : |  |  |  |  |  |
| 6300 Benefits : Bonuses.. | $ 234 .060 | $ $ (28.560) | (a) | $ 205.500 | 10.54% |
| 6310 Benefits : 401(k) . ....................... ....... ............ | 97.525 |  |  | 97.525 | 5.00% |
| 6320 Benefits : PTO (vac .. sick. and holiday).. | 253.565 |  |  | 253.565 | 13.00% |
| 6820 Insurance: Disability ... ..... ..... ......... ....... ...... | 58 ,515 |  |  | 58,515 | 3.00% |
| 6830 Insurance: Life.... ........' ....... | 21,846 | (800) | (b) | 21,046 | 1.08% |
| 6840 Insurance: Medical .. | 136,535 |  |  | 136,535 | 7.00% |
| 6850 Insurance: Worl<ers' Comp.. | 15,799 |  |  | 15,799 | 0.81% |
| 7500 Payroll Taxes : FICA and Med.. | 180.421 |  |  | 180,421 | 9.25% |
| 7510 Payroll Taxes : FUTA and SUTA | 78,020 |  |  | 78,020 | 4.00% |
| TOTAL FRINGE BENEFITS | $ 1,076,286 | $ $ (29,360) |  | $ 1,046,926 | 53.67% |
| GENERAL OVERHEAD |  |  |  |  |  |
| 6700 Indirect Labor.. | $ 741,190 | $ $ (3,300) | (c) | $ 737,890 | 37.83% |
| 5010 Direct: Lodging. Meals , and Tra-et.. | 122,101 | (122, 101) | (d) |  | 0.00% |
| 5020 Direct: Employee Mileage Reimbursements .... | 159,941 | (159,941) | (d) |  | 0.00% |
| 5030 Direct : Rentals and Supplies ... | 21,651 | (21,651) | (d) |  | 0.00% |
| 5040 Direct: Subconsultants ... | 44,862 | (44,862) | (d) |  | 0.00% |
| 6000 Ad-ertising and Marketing . . | 23 ,991 | (6,750) | (e) | 17,241 | 0.88% |
| 6100 Automobile Expense. .. | 68,268 | (13,580) | (I) | 54,688 | 2.80% |
| 6200 Bank Se™ce Charges ... | 9,753 |  |  | 9,753 | 0.50% |
| 6400 Contributions and Gifts .. | 14,629 | (14,629) | (g) |  | 0.00% |
| 6500 Depreciation Expense. | 117,030 |  |  | 117,030 | 6.00% |
| 6600 Dues and Subscriptions .... | 16,189 | (350) | (h) | 15,839 | 0.81% |
| 6800 Insurance: Automoti-e . ................ | 15,409 |  |  | 15,409 | 0.79% |
| 6810 Insurance: Business Liability .. | 23,406 |  |  | 23,406 | 1.20% |
| 6900 Interest Expense.. | 36,084 | (36,084) | (i) |  | 0.00% |
| 7000 Licenses and Permits ..............••• | 21,456 |  |  | 21,456 | 1.10% |
| 7100 Maintenance and Repairs .. | 97,135 |  |  | 97,135 | 4 .98% |
| 7200 Meals & Entertainment ....................... | 19,310 | (1,050) | Ul | 18,260 | 0.94% |
| 7300 Misc. Fees, Fines, Penalties . . | 6,827 | (6,827) | (k) |  | 0.00% |
| 7400 Office Expense: Cleaning ................ | 8,192 |  |  | 8,192 | 0.42% |
| 7410 Office Expense: Postage and Deli-ery ... | 4 ,486 |  |  | 4,486 | 0.23% |
| 7420 Office Expense: Office Supplies .... | 32,183 |  |  | 32,183 | 1.65% |
| 7430 Office Expense: Other Office Expense... | 35,889 |  |  | 35,889 | 1.84% |
| 7600 Personal Property Tax ..... | 42,911 |  |  | 42,911 | 2.20% |
| 7700 Prof Fees: Accounting and Legal | 30,428 |  |  | 30,428 | 1.56% |
| 7800 Rent.. | 180,049 | (2,400) | (I) | 177,649 | 9.11% |
| 7900 Telephone .. | 60,466 |  |  | 60,466 | 3.10% |
| 8000 Utilities .... | 29.472 |  |  | 29,472 | 1.51% |
| Credit for Internal Allocations .. |  | (107,278) | (m) | (107,278) | -5.50% |
| TOTAL GENERAL OVERHEAD | $ 1,983,306 | $ (348,555) $ (192,247) |  | $ 1,442,505 | 73.96% |
| TOTAL INDIRECT COSTS & OVERHEAD RATE | $ 3,059,593 | $ (348,555) $ (221,607) |  | $ 2,489,431 | 127.63% |

FRINGE BENEFITS

FAR References and Notes:

1. 31.205-S(a)(S)(ii)(B): Owners' compensation in excess of reasonable amount is disallowed (distribution of profits).
2. 31.205-19(e)(2)(v): Officers' life insurance is disallowed .
3. 31.201-6(e)(2): Marketing,lobbying, and any labor associated with unallowable actil.1ties is disallowed.
4. 31.202: Excluded direct project costs (both billable & non-billable costs) from indirect cost pool.
5. 31.205-1 : Costs for general marketing materials are disallowed .
	1. 31.205-6(m)(2) & 31.205-46(d) : Personal use of a company asset (automobile) is disallowed.
6. 31.205-8 & 31.205-13(b): Contributions and gifts are disallowed .
7. 31.205-22 : Lobbying costs , paid as a percentage of professional dues. are disallowed .
8. 31.205-20: Interest is disallowed .

U) 31.205-14 & 31.205-51: Costs for entertainment and alcoholic beverages are disallowed . (The entertainment cost principle supersedes all others .)

1. 31.201-4. 31.205-15. & 31.205-20 :Disallowed late lees ; Government-imposed fines and penalties; and credit card interest.
	1. 31.205-36(b)(3): Related-party rent (not an arm's -length transaction) is limited to actual cost of ownership. net of interest and other unallowable items .

(m) 31.202: Direct costs segregated and removed from indirect cost pool.

AASHTO Uniform AuJft& Acx:.ounting Guide (2010 Edition) 38 i Page