

# Settlement Report Worksheet

		article	unit price (budget)	achievement	gap	quantity (budget)	achievement	gap	total gap	reason
sales	①									
	②									
	③									
buying	①									
	②									
	③									
advertisement expenses	①									
	②									
	③									
wage	①									
	②									
	③									
heat,light and water expenses	①									
	②									
	③									
	④									
rent or/and depreciation	①									
	②									
others	①									