

## **Government Decree on the information presented in the financial statements of a small undertaking and micro-undertaking 1753/2015**

In accordance with a decision of the Council of State by virtue of chapter 8, section 6 of the Accounting Act (1336/1997), as amended by Act 1620/2015, the following is enacted:

### **Chapter 1**

#### **GENERAL PROVISIONS**

##### **Section 1**

###### **Scope of application and financial statement information required from small undertakings and micro-undertakings**

This decree provides for the layout of profit and loss account and balance sheet, and matters to be presented as notes thereto, regarding a small undertaking referred to in chapter 1, section 4, and a micro-undertaking referred to in section 4 b of the Accounting Act. The layouts for profit and loss account and balance sheet as well as notes thereto for other reporting entities are provided for in the Accounting Decree.

Chapter 3, section 1, subsection 2 of the Accounting Act provides for the comparative information on the previous financial year, which shall also be stated for the profit and loss account and balance sheet items of a small undertaking and micro-undertaking, and for adjusting this comparative information.

Subject to the exceptions provided in chapter 3, section 1, subsection 3 of the Accounting Act, a small undertaking and micro-undertaking are exempted from the obligation to prepare a management report referred to in section 1 a of said chapter.

Chapter 3, section 7 of the Accounting Act provides for an obligation to date and sign the financial statements.

Unless stated in the notes or elsewhere in the financial statements, in connection with the signatures, the following shall be stated:

- 1) that the financial statements were prepared in accordance with the provisions governing small undertakings or micro-undertakings contained in this Decree; and
- 2) changes in capital and reserves, and proposal of the Board of Directors on the use of distributable equity, if the small undertaking is a limited liability company or a co-operative.

##### **Section 2**

###### **Provisions in other legislation**

In addition to the provisions of this decree, a small undertaking or a micro-undertaking, which is:

- 1) a limited liability company;
- 2) a limited partnership or a general partnership, where at least one of the personally liable partners is a limited liability company;
- 3) a limited partnership or a general partnership, where at least one of the personally liable partners is a company referred to in paragraph 2;

shall not be obliged to disclose in its financial statements any other information than that provided in taxation law or a provision issued under it.

In addition to the provisions of this decree, a small undertaking and a micro-undertaking which is a co-operative shall also present the information required from it in the Co-operatives Act and other applicable laws.

The provisions of subsection 2 shall apply correspondingly to a small undertaking and a micro-undertaking which is:

- 1) a general partnership;
- 2) a limited partnership;
- 3) an association;
- 4) a foundation; or
- 5) another entity than one referred to in subsection 1.

### **Section 3**

#### **True and fair view in a small undertaking and micro-undertaking**

In addition to the provisions herein and in chapter 3, a small undertaking shall present in accordance with in chapter 3, section 2, subsection 2 of the Accounting Act also other matters which are necessary to provide a true and fair view referred to above. The provisions above in this subsection also apply to other micro-undertakings than those referred in section 2, subsection 1.

The financial statements of a micro-undertaking referred to above in section 2, subsection 1 meets the requirement of a true and fair view under chapter 3, section 2 of the Accounting Act, if they present the information required herein and in chapter 4.

The provisions of subsection 2 also apply to other micro-undertakings provided that its annual financial statements contain the other information to be disclosed in the financial statements and management report provided for in the act regarding its form of legal person.

## **Chapter 2**

### **LAYOUT FOR PROFIT AND LOSS ACCOUNT AND BALANCE SHEET OF A SMALL UNDERTAKING**

## **Section 1**

### **Profit and loss accounts based on the nature of expenses and function of expenses, and a condensed profit and loss account**

The profit and loss account of a small undertaking shall be prepared in accordance with the layout based on the nature of expenses presented in Annex I of this decree or the layout based on the function of expenses in Annex II, unless provided otherwise in section 2 or 3.

However, a small undertaking may present items 1—5 provided in Annex I and items 1—3 provided in Annex II combined as an item called Gross profit or loss.

## **Section 2**

### **Real estate layout**

Notwithstanding the provisions of section 1, the profit and loss account shall be prepared in accordance with the real estate layout provided in Annex III of this decree, where:

- 1) the small undertaking is another entity than a limited liability company, general partnership or a limited partnership referred to in chapter 1, section 2, subsection; and
- 2) the operation of the small undertaking consists of the possession of real estate,

Notwithstanding the provisions of subsection 1, a housing company may present its profit and loss account with the layout based on the nature of expenses laid down in Annex I if all shareholders have given their permission.

If charges collected can be broken down into maintenance and finance charges, the finance charges collected shall be disclosed under other financial income in Annex III.

## **Section 3**

### **Layout for an association and foundation**

Notwithstanding the provisions in subsection 1 and 2, a small undertaking which is a non-profit association or a foundation may prepare its profit and loss account in accordance with the layout for a non-profit association and foundation in Annex IV of this decree.

The ordinary operations referred to in the layout for a non-profit association and foundation consists of the pursuit of the purpose under the rules or articles of association of the entity.

The income and expenses falling to each category of ordinary operations, fundraising and investment and financing referred to in Annex IV may be broken down, instead of the profit and loss account, as a note. Where necessary to provide a true and fair view, the income and expenses of ordinary operations shall also be broken down by field of activity in the profit and loss account or in a note. In the profit and loss account under Annex IV, no other information needs to be presented on business activities besides total income and expenses, provided that a separate profit and loss account prepared for the business activities is presented as a note.

If necessary for the provision of a true and fair view, a non-profit association or a foundation may prepare its profit and loss account in accordance with the real estate layout in Annex III, where its operations consist mainly of the possession of real estate. In this case, income and expenses pertaining to the following categories shall be presented as a note:

- 1) ordinary operations;
- 2) fundraising;
- 3) investment and financing activities; and
- 4) subsidies.

Notwithstanding the provisions above in this section, a non-profit association and a foundation may prepare its profit and loss account in accordance with the layout based on the nature of expenses under Annex 1 or based on function of expenses under Annex 2 provided that the notes referred to above in subsection 4 are presented.

#### **Section 4**

##### **Balance sheet layout for a small undertaking**

The balance sheet of a small undertaking shall be prepared in accordance with Annex V of this decree.

Notwithstanding the provisions of subsection 1, the assets side of the balance sheet of a small undertaking may be presented as follows:

- 1) within fixed assets: intangible assets, tangible assets and investments are presented separately;
- 2) within current assets: stocks, debtors, investments as well as cash at bank and in hand are presented separately.

Notwithstanding the provisions of subsection 1, the capital, reserves and liabilities side of the balance sheet of a small undertaking may be presented as follows:

- 1) within capital and reserves: subscribed capital or similar capital, share premium account, revaluation reserve, other reserves total, retained earnings (losses) and profit (loss) for the financial year are presented separately.
- 2) appropriations, total provisions and liabilities are presented separately.

With respect to the debtors referred to above in subsection 2, paragraph 2, the amount of non-current debtors, and with respect to the liabilities referred to in subsection 3, paragraph 2, the amount of non-current creditors shall be presented separately.

A non-profit association or a foundation must disclose as a separate item in the balance sheet funds or capital the use of which is restricted by special regulations (restricted fund). The use of assets covering restricted funds, as well as the income, expenses, assets and liabilities pertaining to the funds, the amount of capital in the fund and changes therein must be presented as a note, unless they

are shown in the profit and loss account or the balance sheet. Comparable information must also be provided on transactions between a foundation, companies belonging to its group and the restricted fund. If there are many restricted funds, the information referred to above in this subsection, regardless of the amount of capital in the funds, may be presented in a grouped manner showing the relevant details despite the grouping.

Funds to be managed separately must be disclosed as a separate item in the balance sheet.

## **Section 5**

### **Consistency**

The layout used for presenting the profit and loss account and the balance sheet may not be changed without a special reason.

## **Section 6**

### **More detailed subdivision**

The profit and loss account and balance sheet may be complemented by subtotals and such new items may be added which are not included among the items specified in the layout for profit and loss account or balance sheet, as long as this does not jeopardise the true and fair view referred to in chapter 3, section 2 of the Accounting Act.

The balance sheet and the profit and loss account must be presented with a more detailed subdivision if necessary for clarifying the factors affecting the result for the financial year or balance sheet items.

## **Section 7**

### **Combination of items**

Unless their presentation as separate items is material for the purposes of giving a true and fair view, items in the profit and loss account layouts laid down in Annexes I through IV may be combined, where such combination makes for greater clarity. However, net turnover and profit (loss) for the financial year as well as subtotals written in capital letters must be shown as separate items in a profit and loss account prepared in accordance with the layout of Annex I or II.

Unless their presentation as separate items is material for the purposes of giving a true and fair view, balance sheet items of the layout laid down in Annex V that are preceded by Arabic numerals, with the exception of own shares or similar rights of ownership as well as holdings in group undertakings, may be combined, where such combination makes for greater clarity.

## **Section 8**

### **Renaming and omission of items**

If the nature of the small undertaking's operations so requires, the profit and loss account and balance sheet items preceded by Arabic numerals referred to in Annexes I through V, must be amended to reflect the actual nature of these operations.

A profit and loss account or balance sheet item for which there is no amount for the financial year and the previous one is not to be entered in the profit and loss account or the balance sheet. In addition, a reporting entity may use other numbers or letters to identify the layout categories referred to in Annexes I through V or present the items without these identifying characters.

### **Chapter 3**

## **NOTES TO THE FINANCIAL STATEMENTS OF A SMALL UNDERTAKING**

### **Section 1**

#### **Accounting policies adopted**

The measurement and recognition principles and methods applied for the preparation of the financial statements must be presented as a note to the extent that there are different options for a small undertaking.

However, the information referred to above in subsection 1 does not need to be provided in respect of:

- 1) stocks, where the order of use of the goods belonging to it is consistent with their order of acquisition;
- 2) intangible assets capitalised in the balance sheet in accordance with chapter 2, section 5 a of the Accounting Act, where the acquisition cost is expensed in 10 years;
- 3) development expenditures, goodwill or other long-term expenditures, where these have not been capitalised in accordance with chapter 5, sections 8, 9 or 11 of the Accounting Act;
- 4) a contract with a long production or construction period, if the income generated from it is recognised on the basis of the accrual principle by way of derogation from chapter 5, section 4 of the Accounting Act;
- 5) financial instruments and investment properties, where they are measured in accordance with chapter 5, section 2;
- 6) the basis of the exchange rate used in translation into Finnish currency of receivables and liabilities and other commitments expressed in foreign currency, if the exchange rate at the balance sheet date has been used.

In addition to the provisions of subsection 2, the information referred to in subsection 1 do not need to be reported on the non-current assets referred to in chapter 5, section 5 of the Accounting Act if:

- 1) the acquisition cost only comprises the direct costs attributable to the purchase and production or construction of the assets;
- 2) the depreciation according to plan on machinery and equipment, buildings and other tangible assets correspond to the maximum depreciation allowable under current tax legislation;
- 3) no revaluations referred to in chapter 5, section 17 of the Accounting Act have been made;

- 4) any subsidies received have been deducted from the acquisition cost;
- 5) the acquisition cost of any assets of minor value and such assets whose probable useful economic life is no longer than three years, is recognised entirely as an expense during the financial year of acquisition;
- 6) the recognition practice referred to in chapter 5, section 5 b of the Accounting Act has not been applied to the acquisitions referred to in said section.

The financial reporting framework used does not need to be specified as a note referred to above in the preceding subsection 1, unless the small enterprise complies with the international financial reporting standards referred to in chapter 7 a of the Accounting Act.

## **Section 2**

### **Exceptional items**

Information on the amount and content of exceptional income and expense items shall be presented as a note, unless these items are irrelevant.

## **Section 3**

### **Material events after the financial year**

Information on material events after the financial year, which are not stated otherwise in the annual financial statements, shall be presented as a note. In addition, an estimate shall be presented of the financial significance of such events.

## **Section 4**

### **Revaluation reserve**

If a small undertaking has written up the undepreciated acquisition cost of a non-current asset in accordance with chapter 5, section 17 of the Accounting Act, the following shall be presented in the notes:

- 1) changes in the revaluation reserve during the financial year;
- 2) report of the tax impacts related to changes in the revaluation reserve; and
- 3) total book value of the revalued assets before the revaluation.

## **Section 5**

### **Information on measurement at fair value**

Where a small undertaking has applied chapter 5, sections 2 a or 2 b of the Accounting Act to the measurement of financial instruments or other asset items referred to in said sections, notes must set out information in respect of the following matters:

- 1) key assumptions underlying the valuation models and procedures;

- 2) aggregated fair value per each class of financial instrument or other asset item;
- 3) the amount of change in valuation per class referred to above in paragraph 2 entered in the profit and loss account and in the fair value reserve;
- 4) information on the extent of use per each class of derivatives contracts;
- 5) the nature of each class referred to above in paragraph 4 and any such material terms which could affect the amount, timing and certainty of future cash flows; and
- 6) changes in the fair value reserve during the financial year.

If financial derivatives have not been measured at fair value in accordance with chapter 5, section 2 a of the Accounting Act, notes shall disclose the fair value of derivatives by class of derivative, if this can be reliably determined, and information on the extent and nature of their use. The measurement of fair value shall be based on market value in respect of such financial derivatives for which reliable markets can be determined without difficulty. Where the market value is not readily identifiable for an instrument but can be identified for its components or for a similar instrument, the market value may be derived from that of its components or of the similar instrument;

## **Section 6**

### **Non-current creditors**

Information on non-current liabilities which become due and payable after more than five years broken down by balance sheet category shall be presented in the notes.

## **Section 7**

### **Commitments, off-balance sheet contingencies and arrangements, and pension commitments**

The notes to the accounts must set out information in respect of the following matters:

- 1) property collateral placed by the small undertaking on its property, broken down into cash pledges, vehicle collateral, enterprise mortgages, real-estate mortgages and any other categories of property;
- 2) total amount of off-balance sheet financial commitments;
- 3) information on the nature of off-balance sheet arrangements and their business purpose, where the risks and benefits stemming from the arrangement are material and information on them is crucial in order to assess the financial position of the small undertaking; and
- 4) small undertaking's pension commitments not transferred to an insurance institution;

With respect to the collateral referred to above in subsection 1, paragraph 1, those shall be specified which have been placed by the small undertaking on behalf of:

- 1) undertakings belonging to the same group; and
- 2) its associates.

A collateral referred to above in subsection 1, paragraph 1 shall be reported at the maximum in the amount of the debt or other commitment it covers. If the value of the collateral is lower than the debt or commitment, the collateral shall be reported in the lower value. In the context of the measurement of the collateral, the provisions in chapter 5, section 2, subsection 1, paragraph 3 of the Accounting Act on the recognition of liabilities in the balance sheet, or another procedure consistent with the nature of the collateral, must be observed.

## **Section 8**

### **Information on the parent undertaking**

The name and domicile of the parent undertaking of the consolidation group, to which the small undertaking most directly belongs.

## **Section 9**

### **Loans to and commitments provided on behalf of the managing director and persons belonging to the governing bodies**

The following information must be given concerning the managing director, members and deputy members of the Board of Directors and any comparable bodies, in a separate note for each body:

- 1) the total amount of loans granted to them as well as the decrease and increase in the amount during the financial year with indications of interest rates and other principal terms of the loans;
- 3) the total amount and main contents of guarantees and contingent liabilities applicable to such persons; and
- 3) pension commitments related to these duties.

## **Section 10**

### **Transactions with interested parties**

Information on transactions concluded between a small undertaking and its related parties shall be presented in the notes, where these are material and have not been concluded at ordinary commercial terms.

Information on individual transactions referred to in subsection 1 may be combined by category except where the separate disclosure of the information can be considered necessary in assessing the impact of a transaction on the financial position of the small undertaking.

The information to be stated on transactions with interested parties must include:

- 1) description of the transaction;
- 2) value of the transaction;
- 3) nature of the relation with the other party; and

4) other information on the transaction which are necessary to assess the financial position of the small undertaking.

In the context of application of this section, an interested party refers to a legal person which:

- 1) has control over or is controlled by the small undertaking; or
- 2) is an associate of the small undertaking or has the small undertaking as an associate.

In addition to the provisions of subsection 4, related parties shall include:

- 1) the managing director;
- 2) a member and deputy member of the Board of Directors; and
- 3) persons belonging to governing bodies corresponding to those referred to above in paragraphs 1 and 2.

Notwithstanding the provisions of subsection 1, the parties to, and amounts involved in, interested-party transactions carried out in ordinary terms shall be stated in the notes if they are necessary to provide a true and fair view.

## **Section 11**

### **Employees**

The average number of employees during the financial year shall be presented in the notes.

## **Section 12**

### **Acquisitions and sales of own shares**

The notes to the accounts must set out information in respect of the following matters:

- 1) reasons for any acquisitions of own equity shares or comparable equity interests during the financial year;
- 2) total number and nominal value of own shares acquired or sold during the financial year, or in the absence of a nominal value, the counter book value and proportional share they represent of the subscribed equity capital;
- 3) in the context of acquisitions and sales against a consideration, the consideration paid for the own shares; and
- 4) total number and nominal value of own shares acquired and held by the enterprise, or in the absence of a nominal value, the counter book value and proportional share they represent of the subscribed equity capital.

## **Section 13**

### **Information corresponding to a management report**

A small undertaking is not obliged to prepare a management report in accordance with chapter 3, section 1 a of the Accounting Act. However, where the information referred to in said chapter is necessary to give a true and fair view of the small undertaking concerned, it shall be presented as a note.

## **Chapter 4**

### **PROFIT AND LOSS ACCOUNT, BALANCE SHEET AND NOTES OF A MICRO-UNDERTAKING**

#### **Section 1**

##### **Layout for the profit and loss account of a micro-undertaking and a condensed profit and loss account**

The profit and loss account of a micro-undertaking shall be presented in accordance with chapter 2, section 1, subsection 1 and sections 2 and 3.

A micro-undertaking may, however:

- 1) present items 1—5 provided in Annex I and items 1—3 and 6 provided in Annex II combined as an item called Gross profit or loss; and
- 2) leave the sub-items of said Annexes I and II marked with alphabetic characters unreported.

#### **Section 2**

##### **Balance sheet of a micro-undertaking**

The balance sheet of a micro-undertaking shall be presented in accordance with chapter 2, section 4.

Notwithstanding the provisions of subsection 1, the balance sheet of a micro-undertaking may be presented as follows:

- 1) under assets: within non-current assets, intangible assets, tangible assets and investments are presented separately; and within current assets, stocks, debtors, investments and cash at bank and in hand are presented separately; and
- 2) under capital, reserves and liabilities: capital and reserves, appropriations, provisions and liabilities are presented separately.

As regards the capital and reserves referred to above in subsection 2, paragraph 2, the items shall be specified that have been provided to belong to capital and reserves in an act regarding the micro-undertaking, as well as retained earnings (losses) and the profit (loss) for the financial year. As regards liabilities, the amount of current liabilities shall be specified.

#### **Section 3**

##### **Consistency of presentation and deviation from the layout**

The provisions in chapter 2, section 5 on the consistency of the manner of presentation and in sections 6 through 8 on a more detailed subdivision, combination, renaming and omission of items, is also applicable to the profit and loss account and balance sheet of a micro-undertaking.

#### **Section 4**

##### **Notes of a micro-undertaking**

The provisions above in chapter 3 on the notes of a small undertaking also apply to a micro-undertaking with the exception of the information referred to in chapter 5, sections 2 a and 2 b of the Accounting Act on fair value measurement under section 5.

A micro-undertaking is not obliged to prepare a management report in accordance with chapter 3, section 1 a of the Accounting Act. However, a micro-undertaking may present the information referred to in said section as a note.

#### **Chapter 5**

### **OTHER PROVISIONS**

#### **Section 1**

##### **Entry into force**

This Decree shall enter into force on 1 January, 2016. This Decree shall first be applied to the accounts for the financial year starting on 1 January 2016 or thereafter. However, a reporting entity may apply this decree to financial statements prepared after the entry into force of the decree.

#### **Annex I**

### **PROFIT AND LOSS ACCOUNT BASED ON THE NATURE OF EXPENSES FOR A SMALL UNDERTAKING**

A profit and loss account based on the nature of expenses referred to above in chapter 2, section 1, subsection 1, shall be prepared as follows:

1. NET TURNOVER
2. Variation in stocks of finished goods and in work in progress
3. Work performed by the undertaking for its own purpose and capitalised
4. Other operating income
5. Raw materials and services
  - a) Raw materials and consumables
    - aa) Purchases during the financial year

ab) Variation in stocks

b) External services

6. Staff expenses

a) Wages and salaries

b) Social security expenses

ba) Pension expenses

bb) Other social security expenses

7. Depreciation, amortization and reduction in value

a) Depreciation and amortization according to plan

b) Reduction in value of noncurrent assets

c) Exceptional reduction in value of current assets

8. Other operating expenses

9. OPERATING PROFIT (LOSS)

10. Financial income and expenses

a) Income from group undertakings

b) Income from participating interests

c) Income from other investments held as non-current assets, with a separate indication of that derived from group undertakings

d) Other interest income and financial income, with a separate indication of that derived from group undertakings

e) Reduction in value of investments held as non-current assets

f) Reduction in value of investments held as current assets

g) Interest expenses and other financial expenses, with a separate indication of those paid to group undertakings

11. PROFIT (LOSS) BEFORE APPROPRIATIONS AND TAXES

12. Appropriations

a) Change in cumulative accelerated depreciation

- b) Change in taxation-based reserves
- c) Group contribution
- 13. Income taxes
- 14. Other direct taxes
- 15. PROFIT (LOSS) FOR THE FINANCIAL YEAR

## Annex II

### PROFIT AND LOSS ACCOUNT BASED ON FUNCTION OF EXPENSES FOR A SMALL ENTERPRISE

A profit and loss account based on the function of expenses referred to above in chapter 2, section 1, subsection 1, shall be prepared as follows:

- 1. NET TURNOVER
- 2. Cost of sales
- 3. Gross profit (loss)
- 4. Sales and marketing expenses
- 5. Administration expenses
- 6. Other operating income
- 7. Other operating expenses
- 8. OPERATING PROFIT (LOSS)
- 9. Financial income and expenses
  - a) Income from group undertakings
  - b) Income from participating interests
  - c) Income from other investments held as non-current assets, with a separate indication of that derived from group undertakings
  - d) Other interest income and financial income, with a separate indication of that derived from group undertakings
  - e) Reduction in value of investments held as non-current assets

- f) Reduction in value of investments held as current assets
- g) Interest expenses and other financial expenses, with a separate indication of that paid to group undertakings

10. PROFIT (LOSS) BEFORE APPROPRIATIONS AND TAXES

11. Appropriations

- a) Change in cumulative accelerated depreciation
- b) Change in taxation-based reserves
- c) Group contribution

12. Income taxes

13. Other direct taxes

14. PROFIT (LOSS) FOR THE FINANCIAL YEAR

Annex III

REAL ESTATE LAYOUT OF THE PROFIT AND LOSS ACCOUNT FOR A SMALL UNDERTAKING

The profit and loss account for operations consisting of the possession of real estate referred to above in chapter 2, section 2 shall be presented with the following layout:

- 1. Income from real estate
  - a) Charges
  - b) Rents
  - c) Compensations
  - d) Other income from real estate
- 2. Bad debts and other adjustments to income
- 3. Real estate expenses
  - a) Staff expenses
  - b) Administration services
  - c) Maintenance

d) Maintenance of outdoor areas

e) Cleaning services

f) Heating

g) Water and sewage

h) Electricity and gas

i) Waste disposal

j) Indemnity insurance

k) Rents

l) Real estate tax

m) Repairs

n) Other expenses

#### 4. PROFIT FROM OPERATIONS BEFORE DEPRECIATION

#### 5. Depreciation, amortization and reduction in value

a) Buildings

b) Machinery and equipment

c) Other capitalised long-term expenditure

#### 6. Financial income and expenses

a) Dividend income

b) Interest income

c) Other financial income

d) Interest expenses

e) Other financial expenses

#### 7. PROFIT (LOSS) BEFORE APPROPRIATIONS AND TAXES

#### 8. Appropriations

a) Change in cumulative accelerated depreciation

b) Change in taxation-based reserves

c) Group contribution

9. Direct taxes

10. PROFIT (LOSS)/SURPLUS (DEFICIT) FOR THE FINANCIAL YEAR

#### Annex IV

#### LAYOUT FOR THE PROFIT AND LOSS ACCOUNT OF A NON-PROFIT ASSOCIATION OR A FOUNDATION WHICH IS A SMALL UNDERTAKING

The profit and loss account for a non-profit association or a foundation referred to above in chapter 2, section 3 shall be presented with the following layout:

##### Ordinary operations

1. Income

2. Expenses

a) Staff expenses

b) Depreciation and amortisation

c) Other expenses

3. Surplus/Deficit

##### Fundraising

4. Income

5. Expenses

6. Surplus/Deficit

##### Investments and financial activities

7. Income

8. Expenses

9. Surplus/Deficit

10. Subsidies

11. Result for the financial year
12. Appropriations
  - a) Change in cumulative accelerated depreciation
  - b) Change in taxation-based reserves
  - c) Group contribution
13. Surplus (Deficit) for the financial year

## Annex V

### LAYOUT OF THE BALANCE SHEET FOR A SMALL UNDERTAKING

The balance sheet for a small undertaking referred to above in chapter 2, section 4 shall be presented with the following layout:

#### Assets

##### A NON-CURRENT ASSETS

##### I Intangible assets

1. Development expenditure
2. Intangible rights
3. Goodwill
4. Other intangible assets
5. Advance payments

##### II Tangible assets

1. Land and waters, acquisition costs of property lease rights capitalised in accordance with the Accounting Act chapter 5, section 11 shown separately.
2. Buildings, acquisition costs of property lease rights capitalised in accordance with the Accounting Act chapter 5, section 11 shown separately.
3. Machinery and equipment
4. Other tangible assets
5. Advance payments and construction in progress

### III Investments

1. Holdings in group undertakings
2. Amounts owed by group undertakings
3. Participating interests
4. Amounts owed by participating interest undertakings
5. Other shares and similar rights of ownership
6. Other debtors

### B CURRENT ASSETS

#### I Stocks

1. Raw materials and consumables
2. Work in progress
3. Finished products/Goods for resale
4. Other stocks
5. Advance payments

#### II Debtors, non-current shown separately

1. Trade debtors, non-current shown separately
2. Amounts owed by group undertakings, non-current shown separately
3. Amounts owed by participating interest undertakings, non-current shown separately
4. Loans receivable, non-current shown separately
5. Other receivables, non-current shown separately
6. Subscribed capital unpaid, non-current shown separately
7. Accrued income, non-current shown separately

### III Investments

1. Holdings in group undertakings
2. Other shares and similar rights of ownership

3. Other investments

IV Cash at bank and in hand

Capital, reserves and liabilities

## A CAPITAL AND RESERVES

I Subscribed capital

II Share premium account

III Revaluation reserve

IV Other reserves

1. Reserve for invested unrestricted equity

2. Legal reserve

3. Reserves provided for by the articles of association or comparable rules

4. Fair value reserve

5. Other reserves

V Retained earnings (loss)

VI Profit (loss) for the financial year

## B APPROPRIATIONS

1. Cumulative accelerated depreciation

2. Taxation-based reserves

## C PROVISIONS

1. Provisions for pensions

2. Provisions for taxation

3. Other provisions

## D CREDITORS; non-current as separate items

1. Bonds, non-current shown separately

2. Convertible bonds, non-current shown separately

3. Loans from credit institutions, non-current shown separately
4. Loans from pension institutions, non-current shown separately
5. Advances received, non-current shown separately
6. Trade creditors, non-current shown separately
7. Bills of exchange payable, non-current shown separately
8. Amounts owed to group undertakings, non-current shown separately
9. Amounts owed to participating interest undertakings, non-current shown separately
10. Other creditors, non-current shown separately
11. Accruals and deferred income, non-current shown separately