HASHMICRO
THINK FORWARD

EOFY Annual Variance Summary

End of Financial Year — Full Year Budget vs Actual Report (Australian Business)

ENTITY / ABN Company Name / 12 345 678 901	**FINANCIAL YEAR** FY 2024–25 (1 Jul 2024 – 30 Jun 2025)	**REPORTING CURRENCY** AUD ($)
AASB FRAMEWORK AASB 101 / AASB 108	**PREPARED BY** Name, Role	**BOARD REVIEW DATE** dd/mm/yyyy

Australian Taxation Office (ATO) & AASB Compliance — End of Financial Year Annual Variance Summary

HOW TO USE: Enter full-year budget and actual figures in the yellow cells. Variance = Actual − Budget (for revenue, positive = Favourable; for costs, negative = Favourable). All figures in AUD ($). Notes column is for root cause commentary. Retain signed copy per AASB 101 disclosure requirements.

COLOUR LEGEND: Yellow = editable input | Green = Favourable variance | Red = Unfavourable variance | Shaded rows = subtotal / total (do not edit directly)

Section 1 — Revenue Variance (Full Year)

Revenue Stream	Budget ($)	Actual ($)	Variance ($)	Variance (%)	Fav / Unfav	Notes / Root Cause
Product Revenue						
Product Line A						
Product Line B						
Product Line C						
Product Revenue Subtotal						
Service Revenue						
Consulting & Advisory						
Maintenance & Support						
Subscription / SaaS						
Service Revenue Subtotal						
Other / Grant Income						
TOTAL REVENUE						

Section 2 — Expense Variance (Full Year)

Expense Category	Budget ($)	Actual ($)	Variance ($)	Variance (%)	Fav / Unfav	Notes / Root Cause
Cost of Goods Sold (COGS)						
Direct Materials						
Direct Labour						
Subcontractors						
COGS Subtotal						
Operating Expenses						
Salaries & Wages (incl. SG 11.5%)						
Rent & Occupancy (AASB 16)						
Marketing & Advertising						
Technology & Software						
Travel & Entertainment						
Professional Services (Legal, Audit)						
Depreciation & Amortisation (AASB 116)						
Other Overheads						
OpEx Subtotal						
TOTAL EXPENSES						

Section 3 — EBITDA & Net Profit Variance

P&L Line	Budget ($)	Actual ($)	Variance ($)	Variance (%)	Fav / Unfav	Notes
Gross Profit						
Gross Margin %				—		
EBITDA						
EBITDA Margin %				—		
Interest Expense						
Income Tax Expense (30% / 25%)						
NET PROFIT AFTER TAX						
Net Margin %				—		

Section 4 — Quarterly Variance Bridge (Revenue & NPAT, $)

Metric	Q1 (Jul–Sep)	Q2 (Oct–Dec)	Q3 (Jan–Mar)	Q4 (Apr–Jun)	Full Year Total	FY Var ($)	FY Var (%)
Budget Revenue						—	—
Actual Revenue							
Budget NPAT						—	—
Actual NPAT							

Section 5 — Year-on-Year (YoY) Comparison

P&L Summary	Prior Year Actual ($)	Current Year Budget ($)	Current Year Actual ($)	YoY Var ($)	YoY Var (%)	Trend
Total Revenue						
Total Expenses						
Gross Profit						
EBITDA						
Net Profit After Tax						

Section 6 — AASB Compliance & ATO Obligations Checklist

This checklist assists directors and CFOs in confirming that the EOFY financial statements meet AASB reporting requirements and ATO lodgement obligations. Tick each item upon completion. Retain supporting documentation for a minimum of 5 years (ATO record-keeping obligation).

- [ ] **AASB 101 — Presentation of Financial Statements**
  General purpose financial statements prepared and compliant with AASB 101 presentation requirements.
- [ ] **AASB 108 — Accounting Policies & Estimates**
  Accounting policy changes and prior-period errors disclosed; estimates reviewed and updated.
- [ ] **AASB 15 — Revenue from Contracts with Customers**
  Revenue recognition reviewed; performance obligations, transaction prices, and allocation confirmed.
- [ ] **AASB 16 — Leases**
  Right-of-use assets and lease liabilities recognised and measured; EOFY adjustments applied.
- [ ] **Company Tax Return (CTR)**
  Income tax return lodged or extension arranged with ATO; tax payable reconciled to financials.
- [ ] **PAYG Withholding Annual Report (STP)**
  Payment summaries / income statements finalised in Single Touch Payroll (STP); finalisation declared.
- [ ] **Superannuation Guarantee Contributions**
  All SG contributions for Q4 paid by 28 July; no outstanding SGC charges; SG amnesty obligations cleared.
- [ ] **FBT Annual Return**
  Fringe Benefits Tax return lodged for FBT year ending 31 March; taxable value of benefits reconciled.
- [ ] **GST Annual Apportionment**
  Creditable purpose adjustments applied; annual GST apportionment calculation completed if applicable.
- [ ] **Division 7A Loans**
  Loans to associates/shareholders reviewed; minimum yearly repayments made or loans placed on complying terms.
- [ ] **Transfer Pricing Documentation**
  Related-party transactions documented at arm's length; local file and master file prepared if required.
- [ ] **5-Year Record Retention (ATO)**
  All financial records, BAS, invoices, contracts, and payroll records retained and archived for minimum 5 years.

Section 7 — Top 5 Variances Summary

#	Line Item	Type	Variance ($)	Variance (%)	Fav / Unfav	Management Action

EOFY EXECUTIVE COMMENTARY & MANAGEMENT NOTES

Summarise key variances, root causes, and any material judgements applied in the EOFY financial statements. Note any significant accounting estimates, post-balance date events, or going concern considerations...

CHIEF FINANCIAL OFFICER	**CHIEF EXECUTIVE OFFICER**	**BOARD DIRECTOR**	**EXTERNAL AUDITOR (IF APPLICABLE)**
Name & signature	Name & signature	Name & signature	Firm & engagement partner
Date (dd/mm/yyyy)	Date (dd/mm/yyyy)	Date (dd/mm/yyyy)	Date (dd/mm/yyyy)