
Description: An annual report is a comprehensive report on a company's activities throughout the preceding year. Annual reports are intended to give shareholders and other interested people information about the company's activities and financial performance. Most jurisdictions require companies to prepare and disclose annual reports, and many require the annual report to be filed at the registrar of companies and stock exchanges where the company is listed.

Typically these annual reports include:

- Chairperson's report
- CEO's report
- Auditor's report on corporate governance
- Mission statement
- Corporate governance statement of compliance
- Statement of directors' responsibilities
- Invitation to the company's AGM

In addition, financial statements such as the following are normally included:

- Auditor's report on the financial statements
- Balance sheet
- Statement of retained earnings
- Income statement
- Cash flow statement
- Notes to the financial statements
- Accounting policies

Other information deemed relevant to stakeholders may be included, such as a report on operations for manufacturing firms or corporate social responsibility reports for companies with environmentally- or socially-sensitive operations.


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