

SELF EMPLOYED

Business 1

Business 2

Business Type:

Income:

1099 MISC

Other Cash & Checks

Expense:

Refunds & Allowances

Advertising & Marketing

Independent Contractors

Interest / Finance Charges

Legal, Accounting & Professional

Office Expenses & Bank Fees

Pension and Profit-Sharing Plans

Rent & Lease (Building & Equipment)

Repairs & Maintenance

Supplies, Small Tools & Equipment

Taxes & License

Travel & Laundry (away from tax home)

Meals

Other Expenses: _____

Business Gifts (max \$25 per person)

Conference & Seminars

Postage & Delivery

Professional Development

Telephone, Fax & Cellular Service

Uniforms (purchase & cleaning)

Cost of Merchandise Sold (Provide sales & use tax reports filed)

Inventory at end of year

Purchases (less personal use items)

Materials & Supplies

Vehicle Expense

Model:

Date Placed In Service

Business Use percentage

Vehicle Registration (tax and tag)

Business Parking & Tolls

Rentals....Lyth, Uber, Shuttles

Business Miles: Jan. - Dec.

Odometer reading: Beginning (1/1)

Ending (12/31)

Home Office: (Used regularly and exclusively for business? circle one: YES NO)

Office Space (sq ft) / Total Living (sq ft)

Utilities, Trash, internet, phone, fax

Rent

Insurance

Repairs and Maintenance

Other Expenses:

Exterminator / Pest control

Condo / Management / HOA fees

Carpet cleaning / Janitorial

Alarm

*****Business Property & Equipment purchased (Provide receipts)**