Business Income and Expenses

Your Name:	Tax Year

Your Business Name:
Your Business Address:

Inventory at the Beginning of the Year	
Purchases	
Inventory at the End of the Year	

Advertising or Marketing	
Commission and Fees Paid	
Contract Labor	
Insurance other than Health	
Mortgage Interest Paid to Banks	
Mortgage Interest Paid to Others	
Other Interest Paid	
Legal and other Professional Fees	
Office Expenses (Supplies, phones etc)	
Rent or Lease payments Paid (Vehicles, machinery and other equipment)	
Rent or Lease Payments Paid (Other business property)	
Repairs and Maintenance (Not auto unless it is leased)	
Supplies (other than office supplies)	
Taxes - Sales	
Taxes - Property	
Taxes - Other	
Licenses	
Travel (Air, taxi, parking, rental cars, tolls etc.)	
Meals and Entertainment	
Utilities (Do NOT include expenses for the home office)	
Continuing Education Expenses	
Uniforms	
List Other Expenses	

Business Miles:	Commuting Miles:	Other Miles:

Bring in all tax documents that you have received.