

Business Expenses (S-Corp/C-Corp/LLC/DBA/Self-Employed)

Customer Name _____ **Tax yr** _____

Business Name _____ **EIN#** _____

LLC/dba **Partnership** **S-Corp** **C-Corp**

INCOME (total) \$ _____ Gross Income (before expenses)
include all 1099's

DEDUCTIONS

Cost of Goods Sold (cost of items you reported above)	\$				\$
Refunds/returns	\$		Repairs/Maint. Equipment or buildings		\$
Advertising	\$		Sales and Promotion		\$
Commissions/fees	\$		Oil/gas for equip only		\$
Contract Labor	\$		Dues & Subscriptions		\$
Insurance (Not Health)	\$		Salaries (W2's)		\$
Interest	\$		Payroll Taxes		\$
Legal & Prof fees	\$		Small Tools & Equipment		\$
Office supplies	\$		Janitorial		\$
Office Rent	\$		Telephone/Internet		\$
Equipment Rent	\$		Utilities (office only)		\$
Storage/rent	\$		Bank/Merchant fees		\$
Supplies/Materials	\$		Delivery/Postage		\$
Sales Tax	\$		PPE, safety gear, footwear		\$
Business Property Tax	\$				\$
Travel/Lodging	\$				\$
Meals	\$				\$
Security	\$				\$

Auto, home and major purchases on separate sheet

Home office - Auto Use for Business - Depreciation

Customer Name _____

Tax yr _____

Business Name _____

EIN# _____

Auto Use	
Yr, Make, Model	_____
Starting Odometer	_____
Ending Odometer	_____
Total miles driven total for the year	_____
Total miles only for business	_____
Parking & Tolls	_____

Auto Use	
Yr, Make, Model	_____
Starting Odometer	_____
Ending Odometer	_____
Total miles driven total for the year	_____
Total miles only for business	_____
Parking & Tolls	_____

Home office use

Date started using _____

Total Square ft _____

Total office sq ft _____

All expenses are based on length of time used for business

Utilities _____

Property Taxes _____

Home/renters Insurance _____

Mortgage Interest _____

Repairs _____

Apt/House Rent _____

Big Items to depreciate

Item desc. _____

Purchase date _____

Amt paid _____

Item desc. _____

Purchase date _____

Amt paid _____

Item desc. _____

Purchase date _____

Amt paid _____

Item desc. _____

Purchase date _____

Amt paid _____