BUSINESS INCOME & EXPENSES (SOLE PROPRIETORSHIP)

Principle Business or Prof	ession:				
Business Name:					
Employer ID Number:					
Business Address:					
City:		State:	Zip:		
Business is owned by:	Taxpayer	Spous	e		
Accounting Method:	Cash	Accrual			
Inventory Method:	Cost	Lower C	Cost or Market	Other	N/A
Did you materially partici	pate in the	business?	Yes	No	
Check if this is the first year of business:					

INCOME	AMOUNT	COST OF GOODS SOLD	AMOUNT
1. Gross Receipts or Sales		1. Beginning of Year Inventory	
2. Returns and Allowances		2. Purchases	
3. Other Income		3. Cost of Items Used Personally	
		4. Cost of Labor	
		5. Materials and Supplies	
		6. Other Costs	
		7. End of Year Inventory	

EXPENSES	AMOUNT	EXPENSES	AMOUNT
1. Advertising		21. Other Taxes	
2. Bad Debts (N/A Cash Benefits)		22. Licenses	
3. Commission and Fees		23. Travel	
4. Employee Benefits		24. Meals & Entertainment	
5. Health Insurance		25. Utilities	
6. Other Insurance		26. Wages	
7. Mortgage Interest		27. Management Fees	
8. Other Interest		28. Consulting Expenses	
9. Legal and Accounting Fees		29. Payroll Service	
10. Allocation of Tax Preparation		30. Employee Vehicle Expense	
Fees			
11. Office Expense		31. Employee Mileage	
		Reimbursement	

12. Pension and Profit-Sharing Plans	32. Client Gifts (Limited to \$25 Each)
13.Building Rent	33.Education and Seminars
14. Equipment Rent	34. Other:
15. Vehicle Rent	35.
16. Building Repairs & Maintenance	36.
17. Equipment Repairs &	37.
Maintenance	
18. Vehicle Repairs & Maintenance	38.
19. Supplies	39.
20.Payroll Taxes	40.

Depreciation

PROPERTY	DATE ACQUIRED	COST OR OTHER BASIS	DEPRECIATION METHOD	PRIOR DEPRECIATION