

Business Income & Expenses: Tax Year _____ Advisor Tax Services

Name _____ Signature _____ Date _____

Gross Income _____

Refunds _____

Inventory:

purchases _____

materials _____

labor _____

Ending inventory _____

Advertising/marketing _____

Bad debts _____

Bank/credit card fees _____

Commissions/fees _____

Contract labor _____

Cleaning/maintenance _____

Employee benefits _____

Insurance:

property/hazard _____

liability _____

workers comp. _____

health _____

Interest:

mortgage _____

other property _____

business loans _____

Professional fees:

legal _____

accounting _____

Office expenses _____

Rent or lease _____

Repairs _____

Supplies _____

Gross wages _____

Wages paid to family _____

Payroll taxes _____

Property taxes _____

Licenses/permits _____

Utilities _____

Telephone _____

Pension contributions _____

Travel:

parking/tolls _____

air/train/bus _____

taxi _____

lodging _____

meals _____

entertainment _____

Uniforms/Safety _____

Dues _____

Publications _____

Internet (bus. %) _____

Cell phone (bus. %) _____

Postage _____

Freight/shipping _____

Business gifts _____

Professional ed. _____

Training _____

Conventions _____

Small tools _____

Software _____

Plowing _____

Trash removal _____

Other (specify) _____

Vehicle expenses: **Veh. #1** **Veh. #2**

Finance charge _____

Lease fees _____

Gas, oil, repairs _____

Insurance, reg. _____

Business miles _____

Total miles _____

New equipment, vehicle or furniture purchased:

Date	Description	Cost
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____