

**Business Income & Expense from Self-Employed Services**

Name of Business: \_\_\_\_\_

Type: \_\_\_\_\_

Date started: \_\_\_\_\_

Gross Income or Sales \$ \_\_\_\_\_

Other Income \$ \_\_\_\_\_

**Expenses:**

Advertising \$ \_\_\_\_\_

Meals and Entertainment \$ \_\_\_\_\_

Insurance for Business \$ \_\_\_\_\_

Office expenses \$ \_\_\_\_\_

Interest paid on loans \$ \_\_\_\_\_

Rent or Lease (Bldg, equip) \$ \_\_\_\_\_

Licenses for business \$ \_\_\_\_\_

Supplies \$ \_\_\_\_\_

Legal or Professional Services \$ \_\_\_\_\_

Training, classes, seminars \$ \_\_\_\_\_

Maintenance or Cleaning Service \$ \_\_\_\_\_

Cost of goods sold \$ \_\_\_\_\_

**OTHER EXPENSES** (list type & amount)

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

**FURNITURE AND EQUIPMENT** purchased for the business (list & include DATE of purchase)

Date: \_\_\_\_\_ Item: \_\_\_\_\_ \$ \_\_\_\_\_

Date: \_\_\_\_\_ Item: \_\_\_\_\_ \$ \_\_\_\_\_

Date: \_\_\_\_\_ Item: \_\_\_\_\_ \$ \_\_\_\_\_

Date: \_\_\_\_\_ Item: \_\_\_\_\_ \$ \_\_\_\_\_

Date: \_\_\_\_\_ Item: \_\_\_\_\_ \$ \_\_\_\_\_

**VEHICLE EXPENSES:** Year/Make/Model \_\_\_\_\_

Total miles driven # \_\_\_\_\_ Business # \_\_\_\_\_ Commuting # \_\_\_\_\_ Personal # \_\_\_\_\_

Actual Expenses: Gas \$ \_\_\_\_\_ Repairs \$ \_\_\_\_\_ Tabs \$ \_\_\_\_\_ Other \$ \_\_\_\_\_

Was vehicle available for personal use during off-duty hours? \_\_\_\_\_

Was the vehicle used primarily by a more than 5% owner or related person? \_\_\_\_\_

Is another vehicle available for personal use? \_\_\_\_\_

Do you have evidence of mileage in writing? \_\_\_\_\_

## HOUSE USE

Cost of Home \$ \_\_\_\_\_

Land Value                    \$ \_\_\_\_\_

Purchase date \_\_\_\_\_

Date started using for Business \_\_\_\_\_

Total area of home \_\_\_\_\_ sq ft

Area used Exclusively for business \_\_\_\_\_ sq ft

## EXPENSES

ENTIRE HOUSE

BUSINESS AREA ONLY

Insurance \$ \_\_\_\_\_

\$ \_\_\_\_\_

Repair and maintenance \$ \_\_\_\_\_

\$ \_\_\_\_\_

Utilities \$ \_\_\_\_\_

\$ \_\_\_\_\_

Other expenses \$ \_\_\_\_\_

§ \_\_\_\_\_

\_\_\_\_\_ § \_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_ \$ \_\_\_\_\_

\$ \_\_\_\_\_

\_\_\_\_\_ § \_\_\_\_\_

\$ \_\_\_\_\_

## MAJOR IMPROVEMENTS

[illegible]

Amount

House or

Business Area Only

\_\_\_\_\_ § \_\_\_\_\_

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\_\_\_\_\_ § \_\_\_\_\_

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\_\_\_\_\_ \$ \_\_\_\_\_

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\_\_\_\_\_ § \_\_\_\_\_

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Other Business Related items not previously noted:

[illegible]

