

## Corporate Business Income & Expenses

Business Name	_____	Federal ID	_____
		MN ID	_____
Address	_____	Date Incorporated	_____
	_____	Notice of Acceptance Date of S-Corp.	_____
Contact Person	_____	Telephone	_____

**Please provide the following information in order to complete your Business Tax Return**

**Shareholder information**

Name	_____	Social Security No	_____
Address	_____	% of ownership	_____
	_____		

**Shareholder information**

Name	_____	Social Security No	_____
Address	_____	% of ownership	_____
	_____		

**Shareholder information**

Name	_____	Social Security No	_____
Address	_____	% of ownership	_____
	_____		

**NOTES OR COMMENTS**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Company Name \_\_\_\_\_

Tax Year \_\_\_\_\_

**INCOME**

Gross Sales	\$ _____
Other Income	\$ _____
Returns & credits against Sales	\$ _____

**EXPENSES**

Advertising	\$ _____
Auto & Truck *see note below	\$ _____
Bad Debt	\$ _____
Bank Charges	\$ _____
Cleaning	\$ _____
Commissions	\$ _____
Computer Service and supplies	\$ _____
Delivery & Freight	\$ _____
Discounts	\$ _____
Dues & Subcriptions	\$ _____
Equipment Rental	\$ _____
Furniture & Equipment (List below)	\$ _____
Gifts	\$ _____
Insurance	\$ _____
Interest	\$ _____
Janitorial	\$ _____
Laundry & Cleaning	\$ _____
Legal & Professional Fees	\$ _____
Licenses	\$ _____
Meals & Entertainment	\$ _____
Other (please list)	\$ _____
_____	\$ _____
_____	\$ _____

**Furniture & Equipment**

Description of item	Date of Purchase
_____	_____
_____	_____
_____	_____
_____	_____

*Auto & Truck -Year/Make/Model	Business Miles
_____	# _____
_____	# _____

**INVENTORY**

Beginning Balance	\$ _____
Purchases	\$ _____
Ending Balance	\$ _____
Office Expense	\$ _____
Independent Contractors	\$ _____
Parking fees and tolls	\$ _____
Payroll Wages	\$ _____
Payroll Wages Officer	\$ _____
Permits & Fees	\$ _____
Postage	\$ _____
Printing	\$ _____
Rents	\$ _____
Repairs & Maintenance	\$ _____
Security	\$ _____
Supplies	\$ _____
Taxes	\$ _____
Telephone	\$ _____
Tools (small)	\$ _____
Training/Cont. education	\$ _____
Travel	\$ _____
Uniforms	\$ _____
Utilities	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____

Cost
\$ _____
\$ _____
\$ _____
\$ _____

Personal Miles	Total Miles
# _____	# _____
# _____	# _____