

TAX 29

TAX SERVICE

SELF-EMPLOYED Worksheet

Business Name

Services Offered

Business EIN

Income

Gross receipts or sales

Returns and allowances

Other income

Cost of Goods Sold

Inventory - begin of year

Purchases

Cost - personal use items

Cost of labor

Materials and supplies

Other costs

Inventory at end of year

Expenses

Accounting

Advertising

Answering service

Bad debts - sales/service

Bank charges

Commissions

Contract labor

Delivery and freight

Dues and subscriptions

Health ins. premiums

Insurance

Interest (Mortgage/Other)

Janitorial

Laundry and cleaning

Legal professional fees

Miscellaneous

Office expense

Outside service

Parking and tolls

Postage

Printing

Rent

Vehicles, Equipment

Other (Office Space, etc.)

Repairs

Security

Startup costs

Supplies

Taxes and licenses

Sales tax

Real estate taxes

Other taxes

Telephone

Tools

Travel Expenses/Meals

Uniforms

Utilities

Expenses on personal vehicle in tax year

Total Miles Accrued

Business Miles Accrued

Other expenses necessary
for the running of or
promotion of the business