

SELF-EMPLOYED BUSINESS WORKSHEET

Type of Business: _____

Gross Receipts (Sales) _____

Cost of Materials/Inventory _____

Business miles driven during the year: _____ Non-business Miles driven _____

Do you designate a specific area in your house for a business office? Y/N _____

Expenses:

- Advertising _____

- business cell phone/pager _____

- business entertainment _____

- business meals _____

- business utilities _____

- business vehicle repairs _____

- cleaning & maintenance _____

- gas/fuel for vehicle _____

- insurance: general liability _____

- insurance: vehicle _____

- interest on business loans _____

- interest on vehicle loans _____

- legal/accounting fees _____

- licenses _____

- office expense _____

- misc. supplies _____

- rental of vehicles/equipment _____

- small/general repairs _____

- small/general tools _____

- sub-contractors _____

- taxes _____

- travel/hotel expense _____

- uniforms/safety shoes _____

- other expenses

description & Amount _____

description & Amount _____

description & Amount _____

description & Amount _____

description & Amount _____

Major Business Equipment/Vehicle Purchases

description _____

date _____

amount paid _____

description _____

date _____

amount paid _____