SELF-EMPLOYED REVENUE AND EXPENSES

NAME OF PROPRIETOR: **TAX YEAR:**

NAME OF BUSINESS: **EIN OF BUSINESS:**

IF YOU STARTED YOUR BUSINESS THIS YEAR, ENTER DATE:

IF YOU CLOSED YOUR BUSINESS THIS YEAR, ENTER DATE:

REVENUE

*** FROM CLIENTS:		
*** FROM OTHER SOURCES: **Please Submit Forms**		0.00

OPERATING EXPENSES

MAIN CATEGORY	SUBCATEGORY	$ AMOUNT	TOTALS
ADVERTISING	BUSINESS CARDS		
	WEBSITE		
	SIGNS, FLYERS, T-SHIRTS		
	OTHER:		0.00
CONTRACT LABOR			
☐ 1099/1096 Forms Filed?			
			0.00
INSURANCE:	LIABILITY		
	WORKERS COMPENSATION INS.		
	SELF EMPLOYED HEALTH INSURANCE		
	OTHER:		0.00
BUSINESS LOAN INTEREST:			
LEGAL/PROFESSIONAL FEES:			
			0.00
OFFICE EXPENSE:	GENERAL SUPPLIES		
	COMPUTER SUPPLIES		
	POSTAGE		
	INTERNET		
	SOFTWARE		
	OTHER:		
	OTHER:		0.00
RENT & LEASE	EQUIPMENT RENTAL		
	STORAGE RENTAL		0.00
	TOOL RENTAL		
	OTHER:		
REPAIRS & MAINTENANCE:	COMPUTER REPAIRS		
	TOOL REPAIRS		0.00
	OTHER:		
SUPPLIES:			
			0.00

SELF-EMPLOYED REVENUE AND EXPENSES

NAME OF PROPRIETOR: **TAX YEAR:**

TAXES & LICENSES	OCCUPATIONAL		
			0.00
MEALS & ENTERTAINMENT:			
			0.00
TRAVEL AWAY FROM HOME:	AIR FARE:		
	HOTEL STAYS:		
	RENTAL CARS:		
	OTHER:		0.00
BUSINESS UTILITIES:	CELL PHONE:		
(home utilities are separate)	LONG DISTANCE:		
	EXTENDED PHONE SERVICE:		
	FAX LINE:		
	SEPARATE BUSINESS LINE:		0.00
WAGES: PROVIDE NAMES			
☐ W-2/W-3 FILED?			
			0.00
BANK CHARGES:			
BAD DEBTS:			
CONTINUING PROFESSIONAL EDUCATION:			
	CLASSES:		
	CONFERENCES:		
	OTHER:		
	OTHER:		0.00

DEPRECIABLE ITEMS COSTING UNDER $100 WITH A LIFE GREATER THAN 3 YEARS

SMALL TOOLS	(SHARED COSTING LESS THAN $100 EACH)	
SMALL EQUIPMENT	(100% COSTING LESS THAN $100 EACH)	
SMALL EQUIPMENT	(SHARED COSTING LESS THAN $100 EACH)	

DEPRECIABLE ITEMS COSTING OVER $100 WITH A LIFE GREATER THAN 3 YEARS

DESCRIPTION	DATE	AMOUNT

SELF-EMPLOYED REVENUE AND EXPENSES

FACILITY EXPENSES

NAME OF PROPRIETOR: **TAX YEAR:**

RENT PAID:			
MORTGAGE INTEREST:	MORTGAGE #1		
	MORTGAGE #2		
	EQUITY LINE		
	OTHER:		0.00
PROPERTY TAXES:			
INSURANCE:	HOMEOWNERS INSURANCE		
	FLOOD INSURANCE		
	MORTGAGE INSURANCE		
	OTHER:		0.00
REPAIRS & MAINTENANCE:	GENERAL REPAIRS		
	INTERIOR REPAIRS		
	EXTERIOR REPAIRS		
	REPAIRS @ 100%		
	GENERAL MAINTENANCE		
	INTEREIOR MAINTENANCE		
	EXTERIOR MAINTENANCE		
	MAINTENANCE @ 100%		
	LAWN MAINTENANCE		
	POOL MAINTENANCE		
	PEST CONTROL		
	OTHER:		
	OTHER:		
	OTHER:		0.00
RENOVATIONS:	GENERAL RENOVATIONS		
	RENOVATIONS @ 100%		
	OTHER:		
	OTHER:		0.00
UTILITIES:	ELECTRICITY:		
	WATER:		
	WATER/SEWER:		
	TRASH REMOVAL:		
	CABLE:		
	SECURITY SYSTEM:		
	BOTTLED WATER SERVICE:		
	NATURAL GAS:		
	HEATING OIL:		
	FIRE WOOD:		0.00
HOMEOWNERS ASSOCIATION DUES:			
HOME WARRANTY:			

AUTO MILEAGE and EXPENSE SUMMARY SHEET

NAME OF PROPRIETOR: **TAX YEAR:**

MAIN BUSINESS VEHICLE - VEHICLE 1

MAKE & MODEL: _____ DATE AQUIRED: _____

IS YOUR VEHICLE A LEASE: YES [ ] NO [ ] PURCHASE PRICE: _____

LEASING PAYMENTS: _____ DATE DISPOSED: _____

TOTAL MILES INCLUDING PERSONAL

ODOMETER READING AT THE BEGINNING OF THE YEAR		
ODOMETER READING AT THE END OF THE YEAR		
TOTAL MILES FOR THE YEAR		-

BUSINESS MILEAGE CALCULATION

	# OF MILES		# OF TRIPS		TOTAL
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
			TOTAL BUSINESS MILES		-
			PERCENTAGE OF BUSINESS USE:		#DIV/0!

EXPENSES FOR THE ENTIRE YEAR

GAS		
OIL CHANGES		
REPAIRS		
MAINTENANCE		
INSURANCE		
TAG		
LOAN INTEREST		
AAA OR OTHER AUTO CLUB		
TOLLS		
PARKING		
INSPECTIONS		
TIRES		
CAR RENTAL		
BATTERY		
TOTAL EXPENSES		-

AUTO MILEAGE and EXPENSE SUMMARY SHEET

NAME OF PROPRIETOR: **TAX YEAR:**

SECONDARY BUSINESS VEHICLE - VEHICLE 2

MAKE & MODEL: DATE AQUIRED:

IS YOUR VEHICLE A LEASE: YES NO PURCHASE PRICE:

LEASING PAYMENTS: DATE DISPOSED:

TOTAL MILES INCLUDING PERSONAL

ODOMETER READING AT THE BEGINNING OF THE YEAR

ODOMETER READING AT THE END OF THE YEAR

TOTAL MILES FOR THE YEAR -

BUSINESS MILEAGE CALCULATION

	# OF MILES		# OF TRIPS		TOTAL
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-
		x		=	-

TOTAL BUSINESS MILES -

PERCENTAGE OF BUSINESS USE: #DIV/0!

EXPENSES FOR THE ENTIRE YEAR

GAS	
OIL CHANGES	
REPAIRS	
MAINTENANCE	
INSURANCE	
TAG	
LOAN INTEREST	
AAA OR OTHER AUTO CLUB	
TOLLS	
PARKING	
INSPECTIONS	
TIRES	
CAR RENTAL	
BATTERY	

TOTAL EXPENSES -

TIME/SPACE CALCULATION

NAME OF PROPRIETOR: **TAX YEAR:**

ROOM DESCRIPTION	(LENGTH X WIDTH) TOTAL SQ. FT.	100% OR SHARED	OFFICE USE
LIVING ROOM			
FAMILY ROOM			
DINING ROOM			
KITCHEN			
LAUNDRY ROOM			
MASTER BEDROOM			
MASTER BATH			
BEDROOM 2			
BEDROOM 3			
BEDROOM 4			
BATHROOM 2			
BATHROOM 3			
SCREENED ROOM			
OFFICE (100%)			

ADDITIONAL INFORMATION NEEDED

When did you purchase your home?
How much did you initially pay for your home?
Have you refinanced it since your purchase?
Please provide a copy of all settlement statements.

ADDITIONAL NOTES