

20 _____

SMALL BUSINESS/SELF-EMPLOYED
INCOME AND EXPENSE WORKSHEET

BUSINESS NAME

FEDERAL ID # OR SSN

INCOME

GROSS RECEIPTS

REFUNDS/RETURNS

COST OF GOODS SOLD

-INVENTORY BOY / EOY

-PURCHASES, LABOR, MATERIALS AND SUPPLIES

OTHER INCOME

TOTAL GROSS INCOME

EXPENSES

ADVERTISING

CAR & TRUCK EXPENSES - MILEAGE METHOD OR ACTUAL EXPENSES

COMMISSIONS & FEES

CONTRACT LABOR

DEPRECIATION - PROVIDE LIST OF MAJOR PURCHASES

EMPLOYEE BENEFIT PROGRAMS

INSURANCE

INTEREST

LEGAL AND PROFESSIONAL SERVICES

OFFICE EXPENSES

PENSION AND PROFIT SHARING PLANS

RENT OR LEASE OF EQUIPMENT OR PROPERTY

REPAIRS AND MAINTENANCE

SUPPLIES

TAXES AND LICENSES

TRAVEL

MEALS

UTILITIES

WAGES

OTHER EXPENSES:
