

BUSINESS INCOME & EXPENSE FORM

First and Last Name

Email

BUSINESS INCOME:

Income

COST OF GOODS SOLD:

Purchases

Sub Contractors

Equipment Fuel

EXPENSES:

Advertising

Meals & Entertainment

Bad Debt

Insurance

Interest

Business Tax, Lic., Mem. & Fees

Office Expenses

Professional Fees

Management & Administration Fees

Rent

Repairs & Maintenance

Payroll

Property Tax

Travel Expenses

Utilities

Telephone & Internet

Delivery, Freight & Expenses

Fuel Cost (Not Vehicles)

Capital Assets

BUSINESS USE OF HOME:

How many rooms in your home did you use for business?

What is the square footage of your office?

What is the square footage of your home?

HOME EXPENSES:

Heat

Electricity

Water

Home Insurance

Maintenance

Mortgage Interest

Other Expense (Please Specify)

Property Tax

VEHICLE EXPENSES:

Fuel

Repairs & Maintenance

Insurance

Licensing & Registration

Leasing

Auto Financing (Annual Interest)