

Self Employed Business Tax Worksheet

INCOME

Gross receipts/sales or earnings _____
Returns & Allowances _____
Other Income _____

COST OF GOODS SOLD OR OPERATIONS

Purchases less cost of personal use items _____
Labor costs (not including owner's salary) _____
Materials and supplies _____
Other costs _____

EXPENSES

Advertising _____
Car & truck expenses _____
 Total Miles _____ Business Miles _____
Commissions & Fees _____
Insurance (other than health insurance) _____
Legal & professional services _____
Office expenses _____
Pension & Profit sharing plans _____
Rent - other _____
Repairs _____
Supplies (not included in Cost of Goods Sold) _____
Taxes & licenses _____
Travel expenses (tolls, parking, airfare) _____
Business Meals _____
Telephone (business use portion only) _____
Wages paid to your employees _____
Other Expenses (list); _____

Are you deducting business use of home? Y__ N__

- Total square footage of your home or apartment _____
- Square footage of area used for office _____
- Cost of home (rent or mortgage P&I pmt) _____
- Home owners or renters insurance _____
- Total paid for Gas, Electric, Heat and Water _____
- Other Expenses _____