

Business Income Worksheet

Name of Business _____ Date started _____

INCOME

Income from 1099 _____

Additional income _____

Total Income _____

EXPENSES

Advertising _____

Business Insurance _____

Cleaning/Maintenance _____

Continuing Education _____

Contract Labor _____

Fees _____

Banks _____

Lawyers/Tax Prep _____

Health Insurance _____

Gifts _____

License/Taxes _____

Meals and Entertainment _____

Other Interest _____

Refunds _____

Repairs _____

Subscriptions _____

Supplies _____

Office Supplies _____

Materials _____

Postage/shipping _____

Tools _____

Telephone _____

Cell phone _____

Landline/internet _____

Fax _____

Travel Expenses _____

Transportation _____

Lodging _____

Meals _____

Misc _____

Utilities: _____

Electric _____

Gas _____

Water/Sewer _____

Trash _____

Yard/Snow Removal _____

Miscellaneous _____

If claiming Auto

Mileage _____

OR _____

Gas and Repairs _____

Date began to use _____

Type of car _____

Do you have another car available for personal use? _____

Do you use this car for other than just business? _____

Do you keep records in case IRS needs to investigate? _____

If claiming Office in the Home

Mortgage Interest _____

OR _____

Rent _____

Square foot of home _____

Square foot of office _____

Home Insurance _____

Improvements _____

Repairs _____

Taxes _____

Utilities _____

Water/ Sewer _____

Trash _____

Gas _____

Electric _____

Landline/Internet _____