

# Typical Business Income & Expenses

**Gross Income:** \$ \_\_\_\_\_ **Cost of Goods** \$ \_\_\_\_\_ **Ending Inventory** \$ \_\_\_\_\_

**Total Expenses:**

**Items to Depreciation ( you bought or owned)**

Contract Labor \_\_\_\_\_

**List the name & value, & last year's return, if new Client.**

Wages paid  
to Employee \_\_\_\_\_

1. \_\_\_\_\_

Advertising \_\_\_\_\_

2. \_\_\_\_\_

Cell Phone \_\_\_\_\_

3. \_\_\_\_\_

Mileage \_\_\_\_\_ Miles

4. \_\_\_\_\_

Office Supplies \_\_\_\_\_

5. \_\_\_\_\_

Postage & Freight \_\_\_\_\_

**Office In Home, if you used part of home, garage, Bldg.**

Legal & Prof Fees \_\_\_\_\_

Sq. Ft. of Office \_\_\_\_\_ Sq. Ft. of Home \_\_\_\_\_

Supplies \_\_\_\_\_

Insurance on Home \_\_\_\_\_

Repairs \_\_\_\_\_

Utilities \_\_\_\_\_

Insurance(Business) \_\_\_\_\_

Taxes on Home \_\_\_\_\_

Interest \_\_\_\_\_

Interest on Home \_\_\_\_\_

Sales Tax \_\_\_\_\_

Rent, not buying \_\_\_\_\_

Bank Charges \_\_\_\_\_

Repairs to Office \_\_\_\_\_

Publications \_\_\_\_\_

Repairs to Home \_\_\_\_\_

Travel Overnight \_\_\_\_\_

Medical Insurance \_\_\_\_\_

**I agree to the above Income & Expenses.**

Sign \_\_\_\_\_ Date \_\_\_\_\_

Printed Name \_\_\_\_\_