

Direct Sellers: Income & Expenses

Sales of Inventory

Inventory Value (at cost):	
Beginning of year	
End of year	
Current Year Purchases	
Other inventory costs	
Current Year Sales	
Personal use (at cost)	
Returns / Credit issued	
Donations (at cost)	
Other Income	

Expenses

Advertising	
Business Cards	
Catalogs	
Commissions Paid	
Customer Lists	
Direct Mail	
Website Hosting/Reg	
Yellow Pages / Print Ads	
Sales Expenses	
Catalogs	
Dues	
Kits	
Party Expenses	
Sales Aids	
Sales Assistants	
Samples / Promo Items	
Storage Containers	
Trade Shows	
Office Expense	
Computer Supplies	
Office Supplies	
Photocopying / Printing	
Supplies (non-office)	

Taxes/Licenses	
MTA / MCTMT	
State LLC Fee	
State licenses	
Other	
Bank Charges	
Business Gifts	
Insurance	
Postage / Shipping	
Professional Orgs	
Professional Publications	
Seminars / Trade Shows	
Tax Prep / Accounting	

Telephone

Business/Fax (2nd) Line	
Business Cell Phone	
Beeper / Pager	
Business Internet (100% non-personal)	

Vehicle / Meals / Travel / Entertainment:

See worksheet

Equipment Purchases (include make/model)

Description	Cost	Purchase Date
Computer / Printer		
Software		
Scanner		
Fax Machine		
Desk / Chair		