

Self-Employed: Income & Expenses

Income

Sales of Inventory	
All Other Income	

Sale of Inventory

Goods Purchased	
Personally Used Goods	
Returns / Credit Issued	
Inventory Cost @ Year End	

Expenses

Advertising	
Business Cards	
Customer Lists	
Direct Mail	
Website Hosting	
Website Registration	
Yellow Pages / Print Ads	
Contract Labor	
Insurance	
Liability / E&O	
Health (if qualified)	
Interest	
Business Credit Card	
Legal/Professional	
Legal	
Tax Prep / Accounting	
Office Expense	
Answering Service	
Computer Supplies	
Office Supplies	
Photocopying / Printing	
Stationery	
SEP / SIMPLE / other	
Rent	
Vehicle/Machinery	
Other	
Repairs	
Maintenance	

Supplies (non-office)	
Taxes/Licenses	
MTA / MCTMT	
State LLC Fee	
State licenses	
Other	
Business Gifts	
Postage & Shipping	
Professional Orgs	
Professional Publications	
Seminars/Conventions	
Continuing Education	

Telephone

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

Vehicle / Travel / Entertainment:

See worksheet

Equipment Purchases

Description	Cost	Purchase Date
Computer		
Printer		
Software		
Scanner		
Fax Machine		
Desk		
Chair		
Filing Cabinet		
Camera		

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Date Business Started:

- Material Participation
- Spouse/Children (18+) Employees
 - Withhold FICA
- Business terminated, Date:
 - Disposal of assets

Disposition of Business Property

- Sale of property
 - Expensed items subject to recapture
 - Prior depreciation allowed or allowable
 - Investment tax credit adjustment to basis
 - Investment tax credit recapture
 - Allocation of sales price