

SELF EMPLOYED WORKSHEET

Occupation: _____
 Business Address: _____

Income

Expenses:

Advertising	
Automobile Expenses	fill in worksheet
Bank Charges	
Cleaning	
Commissions	
CPA fees	
Dues and subscriptions	
Education and Seminars	
Employee health insurance	
Entertainment/meals	
Fees	
Gifts to clients (can't exceed \$25/client/yr)	
Insurance - workers comp	
Insurance - general and liability	
Interest on business loans (but not mortgages)	
Business usage of internet (cable, DSL, FIOS)	
Legal Fees	
Misc	
Office Expenses	
Payroll	
Payroll taxes	
Phone (including cell)	
Postage (including fed-ex/UPS)	
Printing	
Rent - space for business	
Rent- equipment/ leasing (but not cars)	
Repairs	
Shipping	
Sub-contractors	
Supplies	
Taxes (excise, sales, misc)	
Tools	
Travel (air/hotel/rental cars/train)	
Uniforms	
Utilities	
Reimbursements to employees for use of their car	

EQUIPMENT PURCHASES:

Description	Date Purchased	Amount Spent