

Business Expenses Worksheet

[illegible]

If this is your first year with our firm, please provide a depreciation schedule for all property placed in service in prior years.

Inventory	
Inventory at the beginning of the year	
Purchases	
Cost of labor	
Materials and supplies	
Other costs	
Minus: Inventory at the end of the year	
Total	

Car Expenses		
Mileage	Actual Expenses	
Beginning of year odometer	Gas/oil	
End of year odometer	Insurance	
Business mileage	Parking fees/tolls	
Commuting mileage	Registration/fees	
Other mileage	Repairs	

Contact Us

There are many events that occur during the year that can affect your tax situation. Preparation of your tax return involves summarizing transactions and events that occurred during the prior year. In most situations, treatment is firmly established at the time the transaction occurs. However, negative tax effects can be avoided by proper planning. Please contact us in advance if you have questions about the tax effects of a transaction or event, including the following:

- Pension or IRA distributions.
- Significant change in income or deductions.
- Job change.
- Marriage.
- Attainment of age 59½ or 72.
- Sale or purchase of a business.
- Sale or purchase of a residence or other real estate.
- Retirement.
- Notice from IRS or other revenue department.
- Divorce or separation.
- Self-employment.
- Charitable contributions of property in excess of \$5,000.

This brochure contains general information for taxpayers and should not be relied upon as the only source of authority.

Taxpayers should seek professional tax advice for more information.

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Business Expenses Worksheet

Business Name:

[illegible]

Business Use of Home

Travel Expenses

All Taxpayers		For Daycare Only	
Business use are (square footage)		Hours used for daycare	
Total area of home (square footage)		Total hours in year	8,784 hrs
	Direct	Indirect	Direct
Mortgage interest		Repairs & Maintenance	Indirect
Property taxes		Utilities	
Insurance		Other:	
Rent		Other:	
Depreciation of the Home			
Lower of cost or FMV		Improvements	
Value of land		Casualty loss	

Travel Expenses

<i>City Visited (for per diem)</i>	<i># of days</i>	<i>Travel Expenses</i>
		Airfare
		Bus, train, taxi
		Lodging
		Parking & tolls
		Meals (actual receipts)
		Other: