

SELF-EMPLOYED INDIVIDUAL DEDUCTIONS

Client Name: _____

Tax Year: _____

Gross Income \$ _____

<u>OPERATING EXPENSES</u>	
Advertising	
Bank Charges	
Business Cards	
Catalogues	
Cleaning & Maintenance	
Commissions	
Employee Benefits	
Freight	
Gifts	
Interest	
Licenses or Permits	
Map Books	
Meals	
Office Expense	
Pension / Profit Sharing	
Postage / Delivery Expenses	
Printing	
Refunds	
Rent	
Rent (Machinery / Equipment / Other)	
Repairs	
Samples & Promotional	
Seminars & Trade Shows	
Service Charges	
Software	
Storage Fees	
Supplies	
Taxes	
Telephone	
Tools	
Travel, Lodging	
Utilities	
Wages	
Other	
Other	
Other	
Other	
<u>TOTAL</u>	

<u>COST OF GOODS</u>	
Cost of Items for Personal Use	
Cost of Labor	
Inventory at Beginning of Year	
Inventory of End of Year	
Materials and Supplies	
Outside Service	
Purchases	
Other	
Other	
<u>TOTAL</u>	

<u>EQUIPMENT</u>	
Equipment – Detailed	
Furniture – Detailed	
Other – Detailed	
<u>TOTAL</u>	

<u>PROFESSIONAL</u>	
Accounting	
Dues	
Insurance	
Legal & Professional	
Publications	
Subscriptions	
Other	
Other	
<u>TOTAL</u>	

<u>VEHICLE EXPENSES</u>	
Gas, Lube, Oil	
Repairs & Maintenance	
Tires	
Towing	
Insurance	
Auto License / Registration	
<u>TOTAL</u>	

<u>Vehicle Mileage</u>	
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*Expenses must be ordinary and necessary and have a business purpose. The income and expenses above must be backed by receipts and/or other documentation

Signature _____

Date _____