



TAX YEAR \_\_\_\_\_

REVENUE

- 1. Income generated from customers: \$
- 2. Income deposited into corporate account from a loan: \$
- 3. Total income deposited into corporate account: \$
- 4. Income NOT deposited (cash on hand): \$
- 5. GROSS INCOME: \$

COST OF GOODS SOLD

- 1. Purchases made by the business for customers: \$
- 2. Shipping Cost: \$

OFFICER BANK WITHDRAWALS FOR PERSONAL USE: \$

EXPENSES

- 1. Advertising: \$
- 2. Bank Charges: \$ (included all bank fees)
- 3. Contract Labor: \$ # (contract workers)
- 4. W2 Salary: \$ Plus Payroll Taxes: \$
- 5. Insurance: \$ (business liability)
- 6. Accounting/ Legal/ Tax Preparation: \$
- 7. Office Supplies: \$
- 8. Supplies: \$ (shop supplies)
- 9. Rental Equipment \$
- 10. Storage Fees: \$
- 11. Utilities:
  - Electric: \$ Water: \$
  - Heating: \$ Telephone: \$
  - Internet: \$ Cell: \$

Fill in any additional utilities:

- 12. Repairs/Maintenance: \$ (for corporate office, equipment, etc.)
- 13. Vehicle expenses: \$ (fuel, repairs, maintenance, insurance, etc.)
- 14. Educational Cost: \$
- 15. Travel Expenses: \$ (transportation, hotel, meals, incidentals)
- 16. Dues and Subscriptions: \$
- 17. Miscellaneous expenses: \$





**LARGE ITEMS PURCHASED**

**Description:**

**Date purchased:**

**(private seller)**

**Amount Paid:**

**Description:**

**Date purchased:**

**(private seller)**

**Amount Paid:**

**Description:**

**Date purchased:**

**(private seller)**

**Amount Paid:**

**Description:**

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**(private seller)**

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