

Global Tax & Finance

Income Tax Preparation

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BUSINESS INCOME & EXPENSE REPORT

Business Name _____

Type of Business _____

INCOME

Sales _____

Credit card total from 1099K _____

PURCHASES/COGS _____

EXPENSES

Advertising _____

Auto Mileage _____

Equip Purchased _____

Insurance _____

Legal & Accounting _____

Office Expense _____

Rent Building _____

Rent/Lease Equipment _____

Repairs Minor <1,000 per item _____

Major >1,000 per item _____

Supplies _____

Utilities _____

Subcontractors/1099's _____

----- Total Yr Mileage _____

Business Mileage _____

Commuting Distance _____

Owner's Name: _____

Date provided: _____

Owner's signature _____

OTHER/DESCRIPTION

AMOUNT

(Use back if necessary)

NOTES:

