

BUSINESS INCOME (Schedule C)

Business Name:	
City, State, Zip:	
Type of Business or Profession:	
Employer ID number, if any:	Rev 12/21

INCOME	OTHER EXPENSES
Gross Receipts or Sales	Internet service
Returns and allowances	Meetings and conferences
Other Income	Training and education
COST OF GOODS SOLD (if applicable)	Other--describe:
Inventory at beginning of year	
Purchases	IRA or SEP IRA
Cost of items for personal use	Health Insurance Premiums
Cost of labor	(Partly deductible for AGI)
Materials and supplies	* VEHICLE INFORMATION
Other costs	Vehicle description
Inventory at end of year	Date placed in service →
	Total miles driven for year
EXPENSE CATEGORIES	Business mileage →
Accounting	Commuting mileage →
Advertising	If new bus. vehicle purchased during year, see next
Auto or truck exp (See vehicle info)	section--equip/vehicle purchases.
Bad debts from sales or service	
Bank charges	*Keep a log of mileage for business, and keep track
Commissions	of all expenses related to business vehicle: e.g. fuel,
Delivery and freight	repairs and maint, insurance, interest, registrations.
Dues and subscriptions, books	(There are apps for this!)
Employee benefit programs	EQUIPMENT/VEHICLE PURCHASES
Insurance (for health ins, see OTHER EXP)	Date of purchase
Interest expense	Description
Laundry and cleaning	
Legal and professional fees	
Licenses and permits	
Miscellaneous	EQUIPMENT RETIREMENTS
Office expense and supplies	Include date, description of item shown on depreciation schedule in
Outside services	prior years
Parking and tolls	
Postage	
Printing	HOME OFFICE
Rent or Lease	Home sq ft = Office sq ft =
Vehicles / Equipment	Mortgage Interest (or Rent)
Real Estate	Prop tax
Repairs	Insurance
Supplies and/or tools	Utilities
Taxes - payroll	Maintenance and repairs
Taxes - property	
Telephone, Cell phone	
Travel	
Business related Meals at 100%	
Uniforms	
Utilities	
Wages and salaries	
	NOTE: Listed categories are to help you remember expenses which may be allowable. Any expense that is ordinary and necessary to the business is generally deductible. Use each space as is or change as needed.

Notes/Comments:

