

Business Expenses Worksheet			
Type of Business:			
Materially participated in business? _____ Yes _____ NO-			
Accounting Method- Cash? _____ Accrual - _____ - Out of Scope			
<b>EXPENSES: Expenses over \$35,000, business losses, or employees needing a 1099 - out of Scope</b>			
Advertising/Promotion:			Car/Truck Expenses:actual expenses instead of mileage- out of scope
Business Meals:			
Meals & Entertainment:			Date Vehicle Put into service (mm/dd/yyyy)
business Insurance:			
Business Interest & Bank Fees:			Type of Vehicle:
Education:			Odometer reading on 1st of January:
Interest:			Odometer reading on 31st of December:
Legal & Professional Fees:			Total miles driven:
Rental Expense:			Business qualified Miles:
Repairs & maintenance:			Commuting miles:
Taxes & Licenses:			Other miles:
Office Supplies:			
Office Expense:			OUT OF SCOPE:
Utilities:			depreciation, Home office, moving expenses, Salaries & benefits
Telephone & internet expenses:			
Travel expenses:			
Other Expense:			