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Description automatically generated**

**Corporation Income and Expense Log**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Company Name | | | Click or tap here to enter text. | | | | | | | |
| Company Street Address | | | Click or tap here to enter text. | | | | | | | |
| City | Click or tap here to enter text. | | | State | Click or tap here to enter text. | | | Zip | | Click or tap here to enter text. |
| EIN | Click or tap here to enter text. | | | | | State Tax ID | | Click or tap here to enter text. | | |
| Number of Shareholders | | Click or tap here to enter text. | | | | | Date Incorporated | | Click or tap to enter a date. | |

Tax Year: Click or tap here to enter text.

**Business Income**

|  |  |
| --- | --- |
| Income from receipts or sales | $ Click or tap here to enter text. |
| Income from the sale of business property | $ Click or tap here to enter text. |
| Other income | $ Click or tap here to enter text. |

**Business Expenses**

|  |  |
| --- | --- |
| *Salaries and wages* | $ Click or tap here to enter text. |
| *Repairs and Maintenance* | $ Click or tap here to enter text. |
| *Bad Debts* | $ Click or tap here to enter text. |
| *Rent* | $ Click or tap here to enter text. |
| *Taxes and Licenses* | $ Click or tap here to enter text. |
| *Interest* | $ Click or tap here to enter text. |
| *Retirement contributions* | $ Click or tap here to enter text. |
| *Employee benefit programs* | $ Click or tap here to enter text. |
| *Meals* | $ Click or tap here to enter text. |
|  |  |
| Advertising | $ Click or tap here to enter text. |
| Bank fees and credit interest | $ Click or tap here to enter text. |
| Business use of personal vehicle (non-reimbursed) | $ Click or tap here to enter text. |
| Charitable contributions | $ Click or tap here to enter text. |
| Cleaning supplies | $ Click or tap here to enter text. |
| Client gifts | $ Click or tap here to enter text. |
| Company phone | $ Click or tap here to enter text. |
| Continuing education | $ Click or tap here to enter text. |
| Depreciation | $ Click or tap here to enter text. |
| Dues and subscriptions | $ Click or tap here to enter text. |
| Insurance | $ Click or tap here to enter text. |
| Legal and professional expense | $ Click or tap here to enter text. |
| Medical expenses | $ Click or tap here to enter text. |
| Moving expenses | $ Click or tap here to enter text. |
| Office Expenses | $ Click or tap here to enter text. |
| Office Supplies | $ Click or tap here to enter text. |
| Real estate taxes | $ Click or tap here to enter text. |
| Travel and Lodging | $ Click or tap here to enter text. |
| Uniforms and Laundry | $ Click or tap here to enter text. |
| Utilities | $ Click or tap here to enter text. |
| Click or tap here to enter text. | $ Click or tap here to enter text. |
| Click or tap here to enter text. | $ Click or tap here to enter text. |
| Click or tap here to enter text. | $ Click or tap here to enter text. |

Company: Click or tap here to enter text. Tax Year: Click or tap here to enter text.

*(section C-1)* COMPANY VEHICLE INFORMATION

|  |  |  |  |
| --- | --- | --- | --- |
|  | Vehicle 1 | Vehicle 2 | Vehicle 3 |
| Year / Make | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Model | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Purchase Price | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| Start date used for business | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap to enter a date. |
| Fuel Cost & Oil Change | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| Repairs, Tires, Maintenance | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| Parking Fees | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| Insurance | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| License & Registration fees | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| Vehicle Loan Interest amt. | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| Property Taxes | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| Leases Payments | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| (enter miscellaneous exp.) | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| (enter miscellaneous exp.) | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |
| (enter miscellaneous exp.) | $Click or tap here to enter text. | $Click or tap here to enter text. | $Click or tap here to enter text. |

*(Section C-2)* If you sold or traded a company vehicle, please list it here.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Make: | Model: | Date Sold: | Amount Sold for: | Original Cost: |
| (type here) | (type here) | Click or tap to enter a date. | $(type here) | $(type here) |
| (type here) | (type here) | Click or tap to enter a date. | $(type here) | $(type here) |
| (type here) | (type here) | Click or tap to enter a date. | $(type here) | $(type here) |

List the Designated Representative

|  |
| --- |
| Click or tap here to enter text. |

List the Shareholder Information

First Name Last Name Phone Address SSN % of Revenue

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |  |
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