

Company Name: _____

Year: _____

EIN: _____ Email: _____

PROFIT & LOSS STATEMENT

Revenue		Amount
Product sales		
Service Income		
Other income - give detail		
TOTAL INCOME	A	\$0

Cost of Goods		Amount
Cost of Goods	B	

Business Expenses		Amount
Advertising and marketing expense		
Amortization		
Automobile expenses - <i>please complete mileage form for taxes</i>		
Fuel		
Repairs & Maintenance		
Insurance		
Bad Debt (included in gross sales)		
Bank and Credit Card fees		
Business insurance		
Commissions to other corporations or LLC's		
Contract Labor - 1099s issued		
Contract Labor - 1099s not issued		
Depreciation of property and equipment		
Dues & Subscriptions		
Employee Health Insurance		
Equipment maintenance and rental		
Furniture and equipment		
Interest		
Legal expenses		
Licenses		
Meals		
Office expenses		
Office supplies		

Payroll Expenses		
Wages (Provide W3 form)		
Employer Taxes (SS & Medicare)		
State Unemployment		
Federal Unemployment (940)		
Postage and shipping		
Professional fees		
Rent - paid to business		
Rent - paid to individual & 1099 issued		
Telephone		
Travel		
Lodging		
Air Transportation		
Utilities		
Other expense - give detail:		
Other expense - give detail:		
Other expense - give detail:		
Other expense - give detail:		

TOTAL BUSINESS EXPENSES	C	\$0.00
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NET INCOME (LOSS)	< FORMULA A-B-C > =	\$0
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Payments to Shareholders (not loans or payroll and not included in above)

To:
To:
To:

Loans to company - to be paid back

Equity Contributions:

From:	From:
From:	From:
From:	From:

I attest that the above information has been prepared by the owner, shareholder or partner of the above said business entity and hold harmless and indemnify the preparer of the tax return for the transposition of the figures to my income tax declaration for the above year

Signature

Date

Company Name: _____ EIN _____ Year: _____

Note - if you leased a car, you do not have to give me the mileage - please add the car information on the right side of the form and input all actuals including lease payment in your corporation expenses for the year.

If you purchased a new car, or financed and you are either S Corp, C Corp or Partnership please complete this for for each year.

Mileage Information Sheet			
Make	Model	Date In Service	
1			
2			
3			
4			
Starting Mileage	Ending Mileage	Total Mileage	Percent of Business Use
		0.00	
		0.00	
		0.00	
		0.00	
		0.00	
		0.00	

If you purchased a new car or you have added a car to your business during the year please fill out below			
Model	Make	Purchase price	Date

Signature

Date