



Business expense list

Business name:

Fiscal year:

Income

Gross receipts

Return and allowances

Other income

Total

Expenses

Advertising

Car and truck expenses

Car insurance

Car registration

Mortgage interest

Other interest

Legal & professional services

Office expenses

Work clothes

Repairs and maintenance

Supplies

Taxes and licenses

Travel

Business meals

Utilities

Telephone

Internet

Parking fees

Marketing supplies

Gasoline

Postage and delivery fees

Business gifts

Rent

Other expenses

Total

Cost of Goods

Inventory at beginning of the year

Purchase

Cost of labor

Inventory method

Material and supplies

Other cost

Inventory at the end of the year

Total

Information of your vehicle

Date place in service

Business miles

Commuting miles

Other miles

Other expenses (specify)

