

Schedule C
INFORMATION FOR BUSINESS EXPENSE

NAME OF BUSINESS: _____

BUSINESS OR PROFESSION: _____

INCOME

GROSS RECEIPTS OR SALES: _____

EXPENSES

ADVERTISING: _____

- Business cards, ad in paper, radio, television or bill boards etc...

CONTRACT LABOR: _____

INSURANCE (other than Health): _____

LEGAL AND PROFESSIONAL FEES: _____

OFFICE EXPENSE: _____

- Paper, pens, small equipment (staplers...) etc...

RENT: _____

REPAIRS AND MAINTENANCE: _____

- Painting, carpet cleaning, window cleaning etc...

TAXES AND LICENSES: _____

TRAVEL: _____

MEALS and ENTERTAINMENT: _____

- Taking clients out, gifts, gift cards etc...

UTILITIES: _____

OTHER EXPESES: TELEPHONE: _____ INTERNET: _____

WORK OR UNIFORMS: _____

- SHOES/BOOTS: _____ APPEARANCE: _____ (hair, nails, barber etc...)

VEHILCE

WHEN DID YOU START USING VEHICLE FOR BUSINESS: ____ - ____ - ____

TOTAL NUMBER OF MILES DRIVEN IN 2018: _____

BUSINESS MILES: _____ OTHER MILES: _____

WAS VEHICLE AVAILABLE DUIRN OFF DUTY: YES NO

WAS ANOTHER VEHICLE AVAILABLE FOR PERSONAL USE: YES NO