

# Business Worksheet

**Income:**

	\$ _____
	\$ _____
	\$ _____
	\$ _____
Total Income	\$ _____

**Cost of Goods Sold:**

	Beginning Inventory	\$ _____
Plus:	Purchases	\$ _____
Less:	Personal Use Items	\$ _____
Less:	Ending Inventory	\$ _____
	Cost of Goods Sold	\$ _____

**Expenses:**

Advertising	_____	Legal & Professional	_____
Bank Charges	_____	Office Expense	_____
Employee Benefits	_____	Payroll Tax	_____
Client Gifts	_____	Real Estate Taxes (Business)	_____
Computer/Internet	_____	Rent	_____
Continuing Education	_____	Repairs	_____
Custom Hire	_____	Supplies	_____
Dues & Fees	_____	SUTA	_____
FUTA	_____	Telephone	_____ (% Business)
Gas, Fuel, Oil	_____	Travel	_____
Insurance	_____	Meals	_____
Insurance (Health)	_____	Utilities - Electricity	_____ (% Business)
Interest (Mortgage)	_____	Vehicle Expense (see back)	_____
Interest (Other)	_____	Wages (W-2)	_____
Licenses & Permits	_____		_____

**Business use of the home:**

Total Sq Ft of Home:	_____
Business Sq Ft of Home:	_____
Home Mortgage Interest:	\$ _____
Property taxes:	\$ _____
Insurance:	\$ _____
Rent:	\$ _____
Repairs & Maintenance:	\$ _____
Utilities (Cable, Gas, Electricity, Water, Sewer, Garbage)	\$ _____
Total:	\$ _____

