		D	epreciation			
usiness Name:						
Asset	Date Purchased	Cost	Date Placed in Service	Date Sold or Taken Out of Service	Selling Price	Trade-In Allowance
this is your first year wit	h our firm place	provido o dopro	inition cohodulo	for all property placed	in conving in prig	rvoore



TAX YEAR



Inventory					
Inventory at the beginning of the year					
Purchases					
Cost of labor					
Materials and supplies					
Other costs					
Minus: Inventory at the end of the year					
Total					

Car Expenses						
Mileage	Actual Expenses					
Beginning of year odometer	Gas/oil					
End of year odometer	Insurance					
Business mileage	Parking fees/tolls					
Commuting mileage	Registration/fees					
Other mileage	Repairs					

## **Contact Us**

There are many events that occur during the year that can affect your tax situation. Preparation of your tax return involves summarizing transactions and events that occurred during the prior year. In most situations, treatment is firmly established at the time the transaction occurs. However, negative tax effects can be avoided by proper planning. Please contact us in advance if you have questions about the tax effects of a transaction or event, including the following:

- Pension or IRA distributions.
- Significant change in income or deductions.
- Job change.
- Marriage.
- Attainment of age 59½ or 72.
- Sale or purchase of a business.
- Sale or purchase of a residence or other real estate.
- Retirement.
  Notice from IRS or other
  - revenue department.
  - Divorce or separation.
  - Self-employment.
  - Charitable contributions of property in excess of \$5,000.

This brochure contains general information for taxpayers and should not be relied upon as the only source of authority. Taxpayers should seek professional tax advice for more information.

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## Business Expenses Worksheet

## **Business Name:**

business in	Business Name:															
Date	Advertising	Commissions and Fees	Contract Labor	Employee Benefit Programs	Insurance (other than health)	Interest	Legal and Professional Fees	Office Expense	Pension and Profit-Sharing Plans	Rent or Lease	Repairs and Maintenance	Supplies	Taxes and Licenses	Utilities	Wages	Other
Totals																

Business Use of Home							
All Ta	xpayers		For Daycare Only				
Business use are (square footage)			Hours used for daycare				
Total area of home (squ	are footage)		Total hours in year	8,760 hrs			
Direct		Indirect		Direct	Indirect		
Mortgage interest			Repairs & Maintenance				
Property taxes			Utilities				
Insurance			Other:				
Rent			Other:				
Depreciation of the Hor	ne						
Lower of cost or FMV			Improvements				
Value of land			Casualty loss				

Т	Travel Expenses						
City Visited (for per diem)	City Visited (for per diem) # of days Travel Expenses						
		Airfare					
		Bus, train, taxi					
		Lodging					
		Parking & tolls					
		Meals (actual receipts)					
		Other:					