

Income From Business or Profession

Trade Name: _____ Year _____
 Address: _____
 Activity: _____

Income

Gross Revenue \$ Cash__ Accrual__
 Purchases for resale _____ (do not include items withdrawn for personal use)
 Materials and Supplies _____
 Less: Ending Inventory \$ _____ (@ cost) Beginning Inventory \$ _____

Expenses

Advertising	\$
Bad Checks/Debts	
Bank Charges	
Car & Truck	see w/s
Commissions	
Delivery/Shipping	
Liability Insurance	
Interest:	
Business Debt	
Auto/Truck Loan	
Laundry/Cleaning	
Legal/Professional	
Office Supplies	
Postage/Mailing	
Rent:	
Business Pty	
Business Equip.	
Repairs-Equip/Bldg	
Sales Taxes	
Payroll taxes	
Supplies-General	
Telephone-Office	
Telephone-Cellular	

Auto/Truck Expense

If you use the MILEAGE method, simply fill in the mileage portion of this report. If you use the ACTUAL method, please fill in the the mileage AND expense portion.

Vehicle Description _____ Date placed in Svc _____
 Total miles for year _____
 Business Miles _____ (rate change during 2006).
 Jan. Thru Aug. _____ Sep. Thru Dec. _____
 Do you have written evidence of business use? ___

Regulation 1.274 requires substantiation in order to claim a deduction for auto/truck expense.

Gas/Oil	\$
Maint/Repairs	
Car Washes	
License	
Insurance	
Auto lease payments	
Other:	

Travel away from home	
Utilities	
Wages-Employees	
Meals & Entertainment	
Other Expenses:(list)	
Equipment Purchases	

Total

\$

If you purchased a new vehicle, we will need the purchase and finance papers (for actual expense filers only).

Taxpayer

Date

(provide receipts)

You are required to have, and keep, records to support the deductions claimed, for a period of three years after the return is filed.