

REDFORD TAX SERVICES

BUSINESSES YOU OPERATE

PROFIT & LOSS STATEMENT

INCOME	
Sales/Revenue	
EXPENSES (TOTAL BY CATEGORY)	
Materials & Supplies	
Credit Card Processing Fees	
Advertising and Marketing	
Car and Truck Expense	
Office Expenses (paper, ink, etc.)	
Taxes and Licenses	
Continuing Education	
Interest	
Labor Paid	
Legal and Professional	
Rental Expense	
Travel	
Cell Phone (list 100%)	
Internet (list 100%)	
Miscellaneous	
Cleaning Supplies	
Repairs and Maintenance	
Insurance	
Utilities	
Dues and Subscriptions	
Meals and Entertainment (list 100%)	
Number of miles driven	
INVENTORY	
Beginning of year (your cost)	
End of year (your cost)	
Product or materials purchased during year	

For each business you operate, total your income (receipts) and expenses paid (by category) for the year. Do not bring in your receipts.

Home office?

If you have an office in your home that is used exclusively and routinely in your business, compute its square footage.

Use your car for company business?

Compute (or realistically estimate) how many miles you drove during the year for your business. Miles driven to commute to/from work are not deductible.

Equipment purchase?

List any equipment purchased for over \$1000 with the total purchase price and approximate date of purchase. (Vehicles, trailers, tools, office furniture, etc)

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