Depreciation Business Name: Date Placed Date Sold or Taken Trade-In Date Selling Price Asset Cost Purchased in Service Out of Service Allowance

					n service in prior years.

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 73.
- · 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





ACCOUNTANTS AND ENROLLED AGENTS

Business Expenses Worksheet

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
-																
-																
Takeli																
Totals																

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

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