

BRABB -- SOLE PROPRIETORSHIP WORKSHEET

Bill Brabble's Tax Service has prepared this schedule/form to assist you in the preparation of your Federal Schedule "C" or your income from your SOLE PROPRIETORSHIP and/or SELF EMPLOYMENT.

Just fill in the blank lines and print it, then bring this with you when you come to have your taxes prepared. Or download and use one of these alternative format versions: [Adobe Acrobat \(PDF\)](#), [MS Word 6.0](#), [Rich Text Format](#), [DOS Text](#)

Legal Name Of Business

Federal ID Number

Business Address

ALL INCOME

[If forms 1099-Misc were issued to you,
[that will be part of this total figure.]

Total income from self-employment \$

EXPENSES

Total cost of goods and/or materials sold \$

If you had inventory, what is the ending inventory (as of 12/31/2011) \$

ADDITIONAL EXPENSES

Advertising \$

Automobile Mileage (documented total and business miles driven)

| Personal | Business | Total |
|---|---|---|
| <input style="width: 40px;" type="text"/> miles | <input style="width: 40px;" type="text"/> miles | <input style="width: 40px;" type="text"/> miles |

-----[and/or]-----

Automobile ACTUAL expenses (gas, oil, insurance, repairs for % of business use) \$

Equipment (computers, furniture) \$

Office supplies/expenses \$

Other supplies \$

Insurance (other than health) \$

Interest paid on business purchases \$

Legal and/or professional fees \$

Rents - - office space or equipment \$

Repairs and Maintenance \$

Professional travel \$

Professional entertainment \$

Professional meals \$

Professional dues \$

| | | |
|---|----|----------------------|
| Professional publications | \$ | <input type="text"/> |
| Utilities | \$ | <input type="text"/> |
| Telephone (office, business use percentage of mobile phone) | \$ | <input type="text"/> |
| Wages paid to employees | \$ | <input type="text"/> |
| Commissions you paid out | \$ | <input type="text"/> |
| Contractors (monies paid out--1099 Misc) | \$ | <input type="text"/> |

MISC EXPENSES (list)

| | | |
|---|----|----------------------|
| <input type="text" value="SEP-IRA Contributions"/> | \$ | <input type="text"/> |
| <input type="text" value="Self Employed Health Insurance"/> | \$ | <input type="text"/> |
| <input type="text"/> | \$ | <input type="text"/> |
| <input type="text"/> | \$ | <input type="text"/> |
| <input type="text"/> | \$ | <input type="text"/> |
| <input type="text"/> | \$ | <input type="text"/> |
| <input type="text"/> | \$ | <input type="text"/> |
| <input type="text"/> | \$ | <input type="text"/> |
| <input type="text"/> | \$ | <input type="text"/> |
| <input type="text"/> | \$ | <input type="text"/> |

Please note that we will need your STARTING inventory as of January 1 of the current year (it should be the same as your ending inventory for December 31 of the previous year). I will also need your ending inventory for December 31 of the current year.

Fill out this form and print it from your web browser, then bring it along when you come to see Bill.

Please Note: This form does NOT send or save this information in any way electronically, it is just provided as a convenient form you may fill out and print from your computer. All information you enter will be lost when you close down your web browser.

ATTENTION--ALL NEW CLIENTS

If this is your very first visit to my firm, you MUST BRING A COPY OF YOUR LAST YEARS FEDERAL AND STATE INCOME TAX RETURN WITH YOU.

Please Remember: If you have any questions at all, I am as close as your phone. (301) 345-0101 or (301) 345-0008(fax)

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