

BUSINESS INCOME AND EXPENSES 2022

NAME _____

IS THIS BUSINESS

Your Federal ID number (if applicable) _____

FOR PROFIT ?

A brief description of your business _____

HOBBY?

Did you have any employees?	[] YES [] NO
Did you pay any individual/business over \$600 in interest, rents, or other compensation	[] YES [] NO
If "yes" did you or will you file the required Forms 1099?	[] YES [] NO
Did you receive over \$10,000 in any single transaction?	[] YES [] NO
Have you complied with all Sales and Use Tax reporting requirements? <small>For example, use tax is business expense item purchased without paying any sales tax or inventory purchased without paying sales tax and then withdrawn for your own use. If you think this may apply, ask for further information.</small>	[] YES [] NO
Have all "REPORTS" (941, 940, sales tax, etc.) been filed?	[] YES [] NO
Did you receive any forgiven PPP Loans?	[] YES [] NO
Did you receive any notifications that your loan was not eligible? If yes, the amount was \$ _____	[] YES [] NO

YOUR "GROSS" SALES OR RECEIPTS FOR 2022

(All income - including 1099 income) \$ _____

ALL OTHER BUSINESS INCOME

(Includes cash, checks, bonuses received, interest on accounts receivable, TIPS, etc.) \$ _____

FEDERAL OR STATE BUSINESS GRANT(S)

(If any grants, please list the name(s) of the grant(s) , amount(s) and whether it is a federal or state grant off to the side of the page). \$ _____

DID YOU PROVIDE SERVICES IN ANY OTHER STATE?

[] YES [] NO

If, yes how much "gross" income was received in the other state? \$ _____

Which State(s)? _____

EXPENSES:

Lines 1-4, For Those Carrying An Inventory

If your business involves the sale of merchandise rather than a service, we will need to know several things about what you are selling:

1. **Your cost (wholesale), not the value (retail),** of your inventory on Jan. 1, 2022..... \$ _____

2. **Your cost (wholesale), not the value (retail),** of all merchandise for resale you purchased in 2022.....\$ _____

3. **Your cost (wholesale), not the value (retail),** on Dec 31, 2022.....\$ _____

4. Did you take from business inventory any item for "personal" use?..... [] YES [] NO
This includes family gifts etc. — it does NOT include samples or demos.

If yes to the above, **your cost (wholesale), not the value,** of items withdrawn.....\$ _____
Subject to Use Tax?

5. Have you ***sold or disposed of any business property or equipment*** that we are currently or have previously depreciated?.....[] YES [] NO
If yes, please list the items, date you sold them, and what you sold them for.

MAJOR BUSINESS PURCHASES DURING 2022

DESCRIPTION OF ITEM	DATE PURCHASED	COST (includes tax)

**List only the expenses that are BUSINESS related.
Please put additional information on separate paper.**

ADVERTISING..... _____ BANK SERVICE CHARGES.... _____ DUES & PUBLICATIONS..... _____ INSURANCE: Business..... _____ Health..... _____ INTEREST: Mortgage..... _____ Other Interest..... _____ LEGAL & ACCOUNTING..... _____ OFFICE SUPPLIES..... _____ RENT: Business Property..... _____ Business Equipment..... _____ REPAIRS & MAINTENANCE.. _____ SAMPLES/DEMOS..... _____	SUPPLIES..... _____ TAXES: Personal Property..... _____ Real Estate..... _____ Sales (if incl. in gross receipts)..... _____ Employer (your share of FICA,FUTA, UC)..... _____ TELEPHONE (Business Line or Cost of 2nd Cell Line On Family Plan..... _____ TRAVEL: Travel Expenses (no meals)..... _____ Meals & Entertainment..... _____ (with a log of who, what, where, when and why) UTILITIES..... _____ WAGES — GROSS..... _____ SUBCONTRACTING (Non Employee)..... _____ OTHERS- Please list: _____
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SEE SEPARATE MILEAGE WORKSHEET

I hereby certify that I have included all income received in conducting my business including both 1099 income and all cash received. I have adequate written receipts, records, cancelled checks, and books to substantiate all expenses claimed. Accurate Tax has explained all of the recordkeeping requirements for these expenses and also the consequences for failing to keep the records, including full or partial disallowance of the expenses which will result in additional taxes, interest and penalties.

Business Owner's Signature _____ *Date* _____