

CHILD CARE PROVIDERS

2022

NAME _____

NOTE: There are many rules that affect child care providers. You do not have to be licensed, however, IRS does **NOT ALLOW** child care providers to take some deductions against their income when the provider *is not operating legally according to their state law*.

INCOME \$ _____

FOOD REIMBURSEMENT + \$ _____

TOTAL INCOME = \$ _____

Did you receive any forgiven PPP Loans?	[] YES [] NO
Did you receive any notification that your loan was not eligible? If yes, the amount was \$ _____	[] YES [] NO

EXPENSES:

ADVERTISING - _____

LAUNDRY - _____

ACCOUNTING/TAX - _____

TOYS/CD'S/DVD'S - _____

OFFICE EXPENSE -
Postage, paper, pens, office equip., birthday cards, record books, calendars, etc. _____

PARTIES/GIFTS -
Party costs for children, field trips, tickets to events, you must DOCUMENT WHO, WHEN, WHERE. (GIFTS ARE LIMITED TO \$25.00 per person per year). _____

SUPPLIES -
Household cleaners, soaps, paper products, games, crayons, etc. _____

TELEPHONE -
Business line or the cost of 2nd cell phone on Family Plan _____

DUES/PUBLICATIONS -
Day care license, assoc. dues, magazines for you and children _____

BANK CHARGES -
Business account only—service charges, cost of checks _____

OTHER EXPENSES -
(Please List) _____

EDUCATION -
Workshop registration, books, supplies _____

FOOD -Actual food expense - or - menu per meal method:
cost of breakfast X # of children X # of meals/year
snacks X # of children X # of meals for year
dinner/lunch X # of children X # of meals for year
2022 allowances: Lunch / Dinner \$ 2.63
Breakfast \$ 1.40
Snacks \$.78

MUST HAVE A LOG OF: # OF MEALS/SNACKS SERVED TO EACH CHILD _____

Have you *sold or disposed of any BUSINESS property or equipment* that we are currently or have previously depreciated? [] YES [] NO

If "YES", list what was disposed of - and date. If sold, list what was sold, date sold, and sale price.

MAJOR BUSINESS PURCHASES OR HOME IMPROVEMENTS

DESCRIPTION OF ITEM	DATE PURCHASED	COST (INCLUDES TAX)

**OFFICE IN HOME -
IF OPERATING LEGALLY:**

If you have moved during the year, you need to report the following expenses separately for each home.

Sq ft of your home used for business _____
 Total area of your home (sq ft) _____
 (includes basement) _____
 # of days children were in your care _____
 # of hours per day _____
 (if hours vary, total # hrs for the year)

In addition to the hours spent on day care, you may claim the time spent on day care related jobs, such as:

Cleaning up after children, food preparation, record keeping, planning and preparation.

TOTAL "OTHER" HOURS PER DAY _____
 (DO NOT INCLUDE IN TOTAL HOURS ABOVE)

IN CASE OF AN AUDIT THESE RECORDS WILL BE REQUIRED.

HOME EXPENSES:

MORTGAGE INTEREST..... _____

REAL ESTATE TAXES..... _____

INSURANCE
 general policy..... _____

day care rider..... _____

REPAIRS/MAINTENANCE
 general..... _____

because of day care..... _____

UTILITIES..... _____

SEWER/GARBAGE/CABLE..... _____

RENT PAID - if you are a renter..... _____

OTHER (specify)

FOR DEPRECIATION PURPOSES WE WILL NEED:

(We will only need the following information if you have not depreciated your home in any prior year or have moved this year.)

Total cost of the ENTIRE home _____

Total cost of ALL improvements to the home _____

Land value of the ENTIRE property _____

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 _____