

**BUSINESS INCOME**

<b>BUSINESS NAME</b>	_____	<b>SALES/INCOME</b>	\$ _____
<b>BUSINESS ADDRESS</b>	_____	<b>PURCHASES</b>	_____
<b>BUSINESS ACTIVITY</b>	_____	<b>MATERIAL &amp; SUPPLIES</b>	_____
		<b>ENDING INVENTORY</b>	_____

Did you materially participate in the operation of this business during 2022? YES NO  
Did you make any payments that would require you to file Form(s) 1099? YES NO  
If yes, did you or will you file required Form(s) 1099? (Please attach copies) YES NO

**BUSINESS EXPENSES**

<b>ADVERTISING</b>	\$ _____	<b>CELL PHONE</b>	
<b>BANK/CREDIT CARD CHARGES</b>	_____	Total \$ _____	
<b>DUES AND PUBLICATIONS</b>	_____	Business Use % _____	_____
<b>FREIGHT</b>	_____	<b>VEHICLE EXPENSE</b>	
<b>INSURANCE</b>	_____	Total \$ _____	
<b>INTEREST</b>	_____	Business Use % _____	_____
<b>LEGAL AND PROFESSIONAL</b>	_____	<b>OFFICE USE OF HOME</b>	
<b>OFFICE EXPENSE</b>	_____	Home Sq Ft _____	
<b>RENT-EQUIPMENT</b>	_____	Office Sq Ft _____	
<b>RENT-BUILDING</b>	_____	<b>OFFICE HOLIDAY PARTY</b>	_____
<b>REPAIRS AND MAINTENANCE</b>	_____	<b>BUSINESS MEALS</b>	_____
<b>SUPPLIES</b>	_____	<b>MEALS FOR TRAVEL</b>	_____
<b>TAX/LICENSE</b>	_____	<b>"CONVENIENCE" MEALS</b>	_____
<b>TRAVEL</b>	_____	<b>LOBBY SNACKS</b>	_____
<b>UTILITIES</b>	_____	<b>OTHER</b> _____	_____
<b>WAGES</b>	_____	<b>OTHER</b> _____	_____
<b>CONTRACT LABOR</b>	_____	<b>OTHER</b> _____	_____

**PURCHASE OF EQUIPMENT AND IMPROVEMENTS (INCLUDING TRADES)**

Description	Date	Purchase Price	Additional Paid (If Traded)	Item Traded (If Traded)
_____	_____	\$ _____	\$ _____	_____
_____	_____	_____	_____	_____

**SALES OF EQUIPMENT AND/OR OTHER PROPERTY**

Description	Date of Sale	Date of Purchase	Sale Price	Purchase Cost
_____	_____	_____	\$ _____	\$ _____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

**VEHICLE USE**

Beginning Miles	Ending Miles	Commuting Miles	Personal Miles
_____	_____	_____	_____
_____	_____	_____	_____

**Maintain mileage logs for your records and keep for a minimum of 7 years.**