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Tax year ending _____

Business Activity _____

Summary of Income			
Expenses			
Accounting			
Advertising			
Bank Charges			
Car expenses:		Total	
fuel		total miles	
oil change		business miles	
repairs		commuting miles	
stickers		personal miles	
Car insurance			
Cost of Labor (1099-Misc, 1096)			
Delivery Costs			
Dues and subscriptions			
Equipment or machinery rent			
Insurance (W/C, liab or health)			
Jantitorial			
Laundry			
Legal Services			
License & Permit fees			
Loan Interests:			
Materials			
Office Expenses			
Per Diem Days (Meals)			
Parking fees			
Postage			
Printing services			
Rent (lot, garage, warehouse, storage)			
Repairs & maintenance			
Supplies			
Telephone			
Tools			
Uniforms/Safety Clothes			
Utilities:		Total	
Gas		Electricity	
Internet		Garbage	
Other:			