

Business Profit & Loss Worksheet

Business Name: _____ Tax Year: _____

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|---|--|
| Gross Revenue/Sales on 1099s | |
| Gross Revenue/Sales not on 1099s | |
| | |
| Returns, Refunds, Chargebacks, Allowances | |
| | |
| Cost of Goods Sold | |
| COGS - Materials | |
| COGS - Labor | |
| COGS - Other | |
| | |
| Payroll | |
| Wages - Officers / Owners on W-2s | |
| Wages - Employees | |
| Payroll Tax Expense | |
| | |
| Benefits Expenses | |
| 401k/SIMPLE/SEP Employer Contribution | |
| HRA Employer Reimbursement | |
| HSA Employer Contribution | |
| Insurance (employee health insurance) | |
| | |
| Operating Expenses | |
| Advertising, Marketing | |
| Business Auto: | |
| See vehicle/mileage questions in TaxDome | |
| Bank Fees | |
| Client Gifts (\$25 Maximum per person per year) | |
| Commissions, Fees | |
| Continuing Education, Conferences | |
| Contract Labor, Outside Services | |
| Small Tools or Equipment (under \$2,500) | |
| Dues, Subscriptions, Publications | |
| Equipment Rental | |
| Insurance (not health insurance) | |
| Interest Expense (excluding principal payment) | |
| Internet, Webhosting | |
| Legal, Professional | |
| License, Fees | |
| Meals in full | |
| Memberships | |
| Office Expense | |
| Parking, Tolls | |

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|--------------------------------------|--|
| Postage, Shipping | |
| Rent | |
| Repairs and Maintenance | |
| Supplies | |
| Taxes (sales tax, franchise tax) | |
| Taxes (real estate, not home office) | |
| Telephone - Cell Phone | |
| Percentage Used for Business (%) | |
| Telephone - Dedicated Line/Fax | |
| Travel - Lodging | |
| Travel - Meals | |
| Travel - Transportation | |
| Office (Not Home Office) | |
| | |
| Electricity & Gas | |
| Garbage Service | |
| Internet | |
| Water | |
| Insurance | |
| Home Office Only: | |
| See Home Office questions in TaxDome | |

| Custom Expenses | |
|-----------------|--|
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| Equipment or Tools Purchased this Year >\$2,500 | |
|---|------|
| Item & Date Placed in Services | Cost |
| | |
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| | |

| Equipment or Tools Sold this Year: | |
|------------------------------------|------------|
| Item & Date Sold | Sale Price |
| | |
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