calculate basic

♥ This form helps you calculate the basic numbers you'll need to file your federal tax return. The expense categories are taken from the Schedule C. There are some additional calculations, but they are typically done when filing your taxes—by the software, the accountant, or other tax pro. If you are using TurboTax, H&R Block, a tax preparer, or accountant, then this is all you need. ♥

Income

does NOT include sales tax collected

Gross Sales - reported on 1099-MISCs	$
Gross Sales - reported on 1099-NECs	$
Gross Sales - reported on 1099-Ks	
Gross Sales - all other payments *(including barter)*	$
Gross Income Total	$

Expenses*

Advertising	*website, business cards, flyers, design fees*	$
Car and Truck	*parking fees, ferry, tolls + mileage/actual costs**	$
Commissions and Fees	*official ones, e.g. broker fees*	$
Contract Labor	*independent contractors who **not** professionals*	$
Depreciation and Section 179	*items, tools that cost over $100*	$
Insurance	*professional insurance, general liability*	$
Interest	*credit card for biz expenses, business loans*	$
Legal and Professional	*lawyers, accountants, anyone requiring prof. license*	$
Office expense	*paper, ink, folders, notebooks, postage*	$
Rent or Lease	*for office, equipment*	$
Repairs and Maintenance	*computers, tools, equipment*	$
Supplies	*stuff you need for your service or products and books, magazines, professional dues*	$
Taxes and Licenses	*business licenses, B+O tax*	$
Travel	*airfare, lodging, meals during travel*	$
Meals (Half of $_____)	*meals + entertainment in town*	$
Utilities	*cell phone, Dropbox, wi-fi, percentage of home utilities (if applicable)*	$
Other - Bank Fees	*fees from banks, credit cards, PayPal, Stripe, etc.*	$
Other - Prof. Development	*classes, consulting, conferences, retreats, webinars*	$
Other - _____		$
Total Expenses		$

Home Office

Simplified Option	*Multiply square footage _____ x $5 =*	$

Mileage

					dates
Grand Total-All Miles		**Estimated Qtrly**	$	/ /	
Commuting Total		**Tax Payments**	$	/ /	
Personal Total			$	/ /	
Business Total			$	/ /	

Reward!