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BUSINESS EXPENSE LIST	
BUSINESS NAME	TAX YEAR
OWNER NAME	
BANK ACCOUNT BALANCE (12/31)	
GROSS BUSINESS INCOME (DEPOSITS)	

GENERAL EXPENSES	AMOUNT
Advertising	
Commissions & Fees	
Contract Labor (Subcontractors)	
-	
-	
-	
-	
Business Insurance	
- Liability	
- W/C	
- Professional	
- Bond	
-	
Interest	
Legal & Professional Services	
- Accounting	
- Legal ( Attorney Fees)	
-	
Office Expenses	
Rent or lease	
- Vehicle rental	
- Machinery, Equipment rental	
- Office Rent	

-	Storage	
-		
Repairs & Maintenance		
-	Equipment Repairs	
-		
Supplies / Materials		
Taxes		
	Annual Report Fee	
-	State Tax	
-	Payroll Taxes	
-		
Business Licenses		
Permits		
Business Travel		
Business Meals		
Utilities		
Salaries & Wages (W-2 Employees)		

ADDITIONAL EXPENSES		AMOUNT
Small Tools under \$ 500.00		
Bank fees		
Merchant Fees		
Postage & Delivery		
Business gifts		
Dues & Subscriptions		
Education Expenses		
Telephone		
Fax		
Internet		
Tollways		
Parking		
Uniforms		
Laundry		
Other Expenses:		
-		
-		