



ASHWORTH TAX

BUSINESSES YOU OPERATE

For each business you operate, total your income (receipts) for the year and add up your expenses by category. If you want, you can use the checklist below to report your expenses.

Home office? If you have an office in your home that is used exclusively and routinely in your business, compute its square footage. Also bring in the total square footage of your home (finished & unfinished).

Use your car for company business? Compute (or realistically estimate) how many miles you drove during the year for your business. Miles driven will be multiplied by the IRS per mile allowance to compute your vehicle deduction. (When this method is used, you do not need to add up your vehicle related expenses such as gas, oil changes, new tires, etc.).

Cell phone use? The amount claimed will be based on the percent you use your cell for business purposes. Example: you realistically estimate 40% of your cell phone usage is business related. We'll deduct 40% of your cell phone bills.

\$	Description
	Total Income/Sales
	Inventory Purchased
	Insurance
	Interest Expense
	Legal/Professional
	Office Expenses
	Repairs
	Supplies
	Advertising
	Travel (Hotels, Air Fare, Car Rentals, etc.)
	Meals/Entertainment
	Equipment Purchased (i.e. Computers, Construction Equipment, etc.)
	Annual Cell Phone Expenses
	Other Expenses (List)