TAX YEAR
2018

Business Expenses Worksheet

Depreciation

Business Name:

Asset	*Date Purchased*	*Cost*	*Date Placed in Service*	*Date Sold or Taken Out of Service*	*Selling Price*	*Trade-In?*

If this is your first year with our firm, please provide a depreciation schedule for all property placed in service in prior years.

Inventory	
Inventory at the beginning of the year	
Purchases	
Cost of labor	
Materials and supplies	
Other costs	
Minus: Inventory at the end of the year	
Total	

Contact Us

There are many events that occur during the year that can affect your tax situation. Preparation of your tax return involves summarizing transactions and events that occurred during the prior year. In most situations, treatment is firmly established at the time the transaction occurs. However, negative tax effects can be avoided by proper planning. Please contact us in advance if you have questions about the tax effects of a transaction or event, including the following:

- Pension or IRA distributions.
- Significant change in income or deductions.
- Job change.
- Marriage.
- Attainment of age 59½ or 70½.
- Sale or purchase of a business.
- Sale or purchase of a residence or other real estate.
- Retirement.
- Notice from IRS or other revenue department.
- Divorce or separation.
- Self-employment.
- Charitable contributions of property in excess of $5,000.

This brochure contains general information for taxpayers and should not be relied upon as the only source of authority. Taxpayers should seek professional tax advice for more information.

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Business Expenses Worksheet

Business Name:

Date	*Advertising*	*Commissions and Fees*	*Contract Labor*	*Employee Benefit Programs*	*Insurance (other than health)*	*Interest*	*Legal and Professional Fees*	*Office Expense*	*Pension and Profit-Sharing Plans*	*Rent or Lease*	*Repairs and Maintenance*	*Supplies*	*Taxes and Licenses*	*Utilities*	*Wages*	*Other*
Totals																