



**SELF-EMPLOYED**

We appreciate the opportunity to assist you in preparing your tax return. This form is to help you gather financial information related to your work expenses for your upcoming tax preparation appointment. Expenses must be considered “ordinary and necessary” to provide your services. Complete this form and bring it with you to your appointment along with all supporting documents, including W-2s and/or 1099 statements received.

Self-Employment	Amount
Gross Income	
Rent (for business only)	
Bank Fees	
Website	
Labor	
Business Insurance	
Utilities	
Retirement Contributions	

Business Travel	Amount
Lodging	
Transportation	
Meals	
Parking & Tolls	
Mileage	

Professional Expenses	Amount
Permits & Licenses	
Landline Phone	
Dry Cleaning	
Subscriptions	
Cell Phone (for business)	
Internet	
Required Books/Manuals	
Seminars / Conventions	

Miscellaneous	Amount
Safety Equipment	
Office Supplies	
Technology	
Marketing	
Purchases	
Materials	
Business Vehicle	
Mileage	
Business Loan Interests	