

BUSINESS INCOME & EXPENSES

Gross Income - Collections

Expenses:

Advertising, Sponsorships

Assets Purchased for Business:

- Vehicle
- Computers, Printers, Copiers, Phones
- Equipment
- Furniture
- Real Estate, Improvements

Automobile Expenses:

- Gas
- Tires
- Repairs
- Car Payment Interest

Bank Charges

Cleaning Expenses

Credit Card Fees

Dues & Subscriptions

Insurance:

- Liability Insurance
- Malpractice Insurance
- Auto Insurance
- Health Insurance
- Work Comp Insurance

Interest Expense

Internet Fees

Licenses & Permits

Meals & Entertainment:

- Tickets to Events
- Business Meals
- Golf

Outside Services (Part Time Help)

Parking & Tolls:

- Airport Parking
- Downtown Parking
- PikePass Fees

Payroll

Payroll Employer Taxes

Postage, FedEx, UPS

Printing

Professional Fees:

- Legal Fees
- Accounting Fees
- Consulting Fees

Rent Expense

Repairs & Maintenance:

- Computer Repairs
- Building Repairs
- Equipment Repairs

Retirement Plan Contributions (Simple, SEP, IRA, 401k)

Security

Supplies:

- Office Supplies
- Court Supplies
- Other Supplies

Telephone:

- Office Phone, Fax
- Cell Phone

Travel:

- Airfare
- Hotels
- Taxi Cabs

Promotional:

- Flowers
- Gifts to Clients / Business Professionals

Other Expenses

- List:
- List:
- List:
- List:

Total Expenses:

Net Income (Gross Collections Less Total Expenses)

THANK YOU! -JJ