

**Schedule C Worksheet**

Principal Business or Profession: \_\_\_\_\_  
Business Name: \_\_\_\_\_  
Address (if different than home): \_\_\_\_\_  
Employer ID # (EIN): \_\_\_\_\_

**Income**

Gross Receipts or Sales \_\_\_\_\_  
Returns and Allowances (enter as negative number) \_\_\_\_\_

**Cost of Goods Sold**

Purchases \_\_\_\_\_  
Cost of Labor/Subcontractors \_\_\_\_\_

**Expenses**

Advertising \_\_\_\_\_  
Commissions and Fees \_\_\_\_\_  
Employee Benefit Programs \_\_\_\_\_  
Insurance (health) \_\_\_\_\_  
Insurance (other than health) \_\_\_\_\_  
Interest \_\_\_\_\_  
Legal and Professional Services \_\_\_\_\_  
Meals \_\_\_\_\_  
Office Expense \_\_\_\_\_  
Parking Fees and Tolls \_\_\_\_\_  
Pension and Profit-Sharing Plans \_\_\_\_\_  
Rent - Office \_\_\_\_\_  
Rent - Machinery and Equipment \_\_\_\_\_  
Repairs and Maintenance \_\_\_\_\_  
Salaries and Wages \_\_\_\_\_  
Supplies \_\_\_\_\_  
Taxes and Licenses \_\_\_\_\_  
Travel \_\_\_\_\_  
Utilities \_\_\_\_\_  
Other Expenses: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(continued on next page)

## Schedule C Worksheet (continued)

### Car and Truck Expenses

If you use a vehicle in your business, please provide the following information:

Vehicle Make/Model \_\_\_\_\_  
Date Placed In Service \_\_\_\_\_  
Purchase Price \_\_\_\_\_

List either your mileage or actual expenses below:

1) Business Miles Driven: \_\_\_\_\_  
Personal Miles Driven: \_\_\_\_\_

OR

2) Actual Expenses:

Gas \_\_\_\_\_  
Maintenance \_\_\_\_\_  
Repairs \_\_\_\_\_  
Taxes \_\_\_\_\_  
Fees \_\_\_\_\_

### Fixed Asset Additions

Please provide invoices for any large purchases (equipment, vehicles, etc.) during the year.

### Home Office

Do you use part of your home or a separate structure on your property as a home office? If so, please provide the following information:

Square Footage of Office \_\_\_\_\_  
Total Area of Home \_\_\_\_\_

Mortgage Interest \_\_\_\_\_  
Real Estate Taxes \_\_\_\_\_  
Insurance \_\_\_\_\_  
Rent \_\_\_\_\_  
Repairs and Maintenance \_\_\_\_\_  
Utilities \_\_\_\_\_  
Other Expenses \_\_\_\_\_