

2021 Self-Employed / Sole Proprietor Worksheet

Revenues:

	Sales
	Other Income

Cost of Sales:

	Beginning Inventor
	Purchases
	Ending Inventory

Expenses:

	Advertising		Rent - Equipment
	Contract Labor		Rent - Buildings & Land
	Insurance (Exclude Health & Auto)		Repairs & Maintenance
	Health Insurance (Proprietor)		Supplies
	Health Insurance (Employees)		Taxes (Business & Property)
	Mortgage Interest (Business Only)		Meals & Entertainment
	Other Interest		Travel
	Legal & Professional Fees		Utilities & Telephone
	Office Supplies		Wages
	Pensions & Profit Sharing Plans		Payroll Taxes

Other Expenses:

**** Please let us know if you would like for us to prepare 1099s for contract labor recipients**

Auto Exenses and Depreciable Assets On Reverse Side

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Auto Expenses:

Record your mileage driven for business & personal use below. If you are taking the standard mileage deduction (56¢ per mile) you may omit reporting actual expenses.

<input style="width: 90%; height: 20px;" type="text"/>	<input style="width: 90%; height: 20px;" type="text"/>
Total Miles Driven	Personal Miles
<input style="width: 90%; height: 20px;" type="text"/>	<input style="width: 90%; height: 20px;" type="text"/>
Business Miles	Commuting Miles

Actual Auto Expenses:

<input style="width: 90%; height: 20px;" type="text"/>	<input style="width: 90%; height: 20px;" type="text"/>
Auto Interest Paid	Fuel
<input style="width: 90%; height: 20px;" type="text"/>	<input style="width: 90%; height: 20px;" type="text"/>
Auto Repairs & Maintenance	Auto Insurance
<input style="width: 90%; height: 20px;" type="text"/>	<input style="width: 90%; height: 20px;" type="text"/>
Purchase Price (2021 Purchases)	Auto Licenses & Fees
<input style="width: 90%; height: 20px;" type="text"/>	<input style="width: 90%; height: 20px;" type="text"/>

Depreciable Property: Furniture, Equipment, or Real Estate Purchased in 2021

Amount	Purchase Date & Description	Amount	Purchase Date & Description
<input style="width: 90%; height: 20px;" type="text"/>		<input style="width: 90%; height: 20px;" type="text"/>	
<input style="width: 90%; height: 20px;" type="text"/>		<input style="width: 90%; height: 20px;" type="text"/>	
<input style="width: 90%; height: 20px;" type="text"/>		<input style="width: 90%; height: 20px;" type="text"/>	

Sales of Furniture, Equipment, or Real Estate in 2021

Amount	Sale Date & Description	Amount	Sale Date & Description
<input style="width: 90%; height: 20px;" type="text"/>		<input style="width: 90%; height: 20px;" type="text"/>	
<input style="width: 90%; height: 20px;" type="text"/>		<input style="width: 90%; height: 20px;" type="text"/>	
<input style="width: 90%; height: 20px;" type="text"/>		<input style="width: 90%; height: 20px;" type="text"/>	

Home Office Expenses:

<input style="width: 90%; height: 20px;" type="text"/>	<input style="width: 90%; height: 20px;" type="text"/>
Total Square Footage of Home	Utilities
<input style="width: 90%; height: 20px;" type="text"/>	<input style="width: 90%; height: 20px;" type="text"/>
Square Footage of Home Office	Property Taxes
<input style="width: 90%; height: 20px;" type="text"/>	<input style="width: 90%; height: 20px;" type="text"/>
Home Owners Insurance	Mortgage Interest