

ALVAREZ TAX

Phone (714) 400-9201 / Fax (714) 400-9203 / tony@alvareztaxinc.com

SPECIALTY WORKSHEET for SELF-EMPLOYED

In order to maximize your deductions, please complete this form

TAXPAYER _____

TAX YEAR _____

Accounting Fees		License	
Accounting Software		Maintenance and Maintenance Contracts	
Advertising - Business Cards		Medical - Employee Related	
Advertising - Signs		Medical - Owner Related (1040 Only)	
Alarm Service		Notary Fees	
Association Dues		Office Supplies - Pens, Pencils, Stationary, etc	
Automotive Expenses (complete auto worksheet)		Office Supplies - Water Delivery	
Bad Debts		Payroll Paid to Others (W-2's)	
Bank Charges (Business Account)		Payroll Taxes	
Bookkeeping		Pest Control	
Business Credit Card Annual Fee		Postage	
Business Mileage		Printing	
Business Travel - Hotel		Referral Fees	
Carpet Cleaning		Software	
Commissions		Taxes (not Employee or Real Estate)	
Cost of Goods Sold		Telephone - Cellular Phone Charges office	
Credit Card Acceptance Service Fees		Telephone - Long Distance	
Education - Classes		Travel - Mileage	Attach Log
Education - Continuing Education Courses		Uniforms - Shirts, shoes, repairs and purchase	
Education - Professional Development		Uniform Laundry	
Emblems for Uniforms			
Entertainment		EQUIPMENT PURCHASES	
equipment Repairs		Description of Purchase, Date Purchased and Total Cost including Sales Taxes & Freight Attach a detailed list	
Equipment Rental			
Freight			
Insurance - Employee Benefit or your own?		Carryover Description (From Prior Years)	years Tax Return
Interest on Business Debt			
Interest on Business Mortgage		Complete Cost of Goods Sold Computation	
Legal Fees		Beginning Inventory	
		Purchases	+
		Shipping (Related to purchases)	+
		Labor (Related to Purchases)	+
		Items withdrawn for personal use	-
		Ending Inventory	-
		Equals: Cost of Goods Sold	=
		GROSS INCOME: for Self Employment only	
		(with/without 1099's)	