

Idaho Tax and Bookkeeping Services LLC

Sole Prop Checklist

208-608-5653

PROFIT OR LOSS FROM BUSINESS – SCHEDULE C *(Please include all 1099's):*

Name of Business: _____		
Principal Product/Service:		Tax ID #:
Business Income <i>(List Below):</i>		Amount
Gross Receipts or Sales		\$
Other <i>(Describe):</i>		
Cost of Goods Sold <i>(List Below):</i>		Amount
Cost of Labor		\$
Purchases and Materials		
Other <i>(Describe):</i>		
Business Expenses <i>(List Below):</i>		Amount
Returns and Allowances		\$
Advertising		
Auto Expenses (Business Mileage: _____ x \$0.575)		
Commissions and Fees		
Contract Labor		
Employee Benefit Programs		
Insurance <i>(Other than Health)</i>		
Interest Expense		
Legal and Professional Services		
Office Expenses		
Pension and Profit-Sharing Plans		
Rent or Lease of Machinery and Equipment		
Rent or Lease of Real Estate		
Repairs and Maintenance		
Supplies		
Taxes and Licenses		
Travel (Hotel, Airfare, Parking, Etc.)		
Meals		
Utilities		
Wages <i>(Please include W-2s)</i>		
Dues and Subscriptions		
Other <i>(Describe):</i>		
Listing of Significant Purchases for Business Use (Greater than \$2,500):		
Description of Property	Date Purchased	Cost
		\$