## WEB DESIGNER'S INCOME & EXPENSE WORKSHEET

			YEAR					
NAME	Federal ID #							
NAME OF BUSINESS								
ADDRESS OF BUSINESS								
How many months was this b	usiness in operation d	uring the y	ear?	12 Months [	<b>□</b> <i>or</i> From	Through		
How many hours during the yels any portion of your investm	-	•			FULL TIME . OF			
	▼ E	BUSINE	SS INCO	ME ▼				
GROSS RECEIPTS FOR SERVICES:			1099 – MISC. Bring in ALL 1099s received. Include Non-Employee Amount in Gross Sales.					
Re	ported on 1099:				Do your records agree YES			
Not re	ported on 1099:				with the amount reported?			
				Did you receive \$10,000.00 in actual cash from ar individual at any one time—or in accumulate				
OTHER INCOME: Honorari fee's, referral to				amounts—during this tax year?				
▼ Sales of Eq	uipment, Mach	inery, L	and, Bui	ldings Hel	d for Business	use <b>▼</b>		
Kind of Property	Date Acquired	Date	Sold G	iross Sales Price	Expenses of Sale	Original Cost		
▼ CAR and TRU	ICK EXPENSES	▼			▼ OFFICE i	n HOME ▼		
			VEHICLE 1	VEHICLE 2	Office must be focal point of busines			
Year and Make of Vehicle					Date Acquired Home			
Date Purchased (month, date and year)◊					Total Cost			
Ending Odometer Reading (December 31)					Cost of Land			
Beginning Odometer Reading (January 1)			_	_	Cost of Improvements			
Total Miles Driven (End Odo – Begin Odo)					Sq. Footage of Home			
Total Business Miles (do you have another vehicle?)					Sq. Footage of Office A	rea		
Total Commuting Miles					Rent Paid (if you rent)	<del></del>		
Parking Fees and Tolls				Interest	<del></del>			
License Plates					Taxes	<del></del>		
Interest	al avmanas *			Utilities/Garbage	<del></del>			
Continue only if you take ac		ou iease)		Insurance				
Gas, oil, lube, repairs, tires, batteries	wax, etc.			Repairs/Maintenance				
Lease Costs					Hours Used per Week			
I					Hours Worked per Wee	ek		

## WEB DESIGNER'S EXPENSES (continued)

	eaways, greeting car				Lodgir	na (AWAT FROM TO	WE OVERNIGHT).		
and related cos		us, web s					I separate from other cos	oto)	
	NEFITS: Health insura	ince. com	pany			show & conven	<u> </u>	5(5)	
	reimbursements, etc.		, , ,						
FEES PAID: Do						ship conventio			
Membership i	n professional or cre	ative guild	ls			ne or train fares			
Other member	erships					ental, taxis, trair			
PayPal, credi	t card service fees, e	tc.				(incidentals, laund	• , ,		
	orker's comp, busine	ss liability	(do			NTERTAINMENT ess meals	<b>':</b>		
not include auto/truck/health)  INTEREST: Mortgage (on business bldg.):					Gifts (limited to \$25 per individual or couple)				
INTEREST.	Paid to financial in		9.).		Ticket				
	Paid to individual	isiitution				k TELEPHONE:			
OTHER INTERES		auto or tri	ıck)			icity (business blo			
OTHER INTEREST: (do not include auto or truck)  List life insurance loans separately					Natural gas/heating fuel (business bldg.)				
	iness-only credit card		'		Garbage, water, sewer (business bldg.)				
	ESSIONAL: Attorney				Telephone (bus. line, second line, fax line, other)				
	unting fees, bonds, p		с.			et services			
OFFICE EXPENS	SE: Stationery, office						e (from home telephone	2)	
software update					Cellula	ar services, pag			
	IT SHARING: Employe				WAGES:	(bring your copy been filed)	of W-2s/941s if they have	e	
*RENT/LEASE:	Machinery and equ	•			-	Wages to spouse	(subject to Soc.Sec. an	d	
	Other business pro	perty, sto	rage		=	Medicare tax)	3 (not subject to Soc.Sec		
	Other					and Medicare tax		<i>ن.</i>	
	INTENANCE: Building	g, equipm	ent,		-	Other	,		
etc. (do not inclu	/	1 .1 1.			OTHER EXI	PENSES (not liste	d elsewhere):		
SUPPLIES:	Misc. (not include	d elsewhe	ere)			Bank charge	S		
TAVEO	Small tools					*Copywriters			
	enses (not auto/truck)					*Designers, a	audio designers		
	al estate of business I		land			Dues, publica	ations, books		
	es tax (if included in gro						eminars, workshops, cds	3,	
	roll (your share Soc.Se	c./Medicar	re)			dvds & online			
TRAVEL (number	er of nights away):					Fonts & stoc	k art		
City	Nighta out City		Nighto out			*Photograph	ers		
City Nights out City Nights out  City Nights out City Nights out									
=	-		-						
City	Nights out City	'	Nights out						
(Com	puters, monitors, furr	nishings, o	EQUIPMI cameras, copiers, r				ftware upgrades & plu	ug-ins, etc.)	
Purchased	Purchased	Use %	sales tax)	Trade	ed	Cash Paid	Related	Information	
							Property		
				1					
corporations) fo	nts of \$600.00 or ror rent, interest, or se re information returns	ervices rer	ndered to you in yo	our	recipient. If	recipient does i	ary 31. Nonfiling pennot furnish you with hio withhold tax on the	s/her Social Security	
Name Address		Address			Social Security # A		Amount	Purpose of Payment	
					Goolal Geounty #		unount	a pood of a dyment	
					_				