



**XPERT TAX SERVICE**  
Self Employment Worksheet

**TAX YEAR** \_\_\_\_\_

Business Profession: \_\_\_\_\_ Gross Sales: \_\_\_\_\_  
 Business Name (if any) \_\_\_\_\_ Employer ID #: \_\_\_\_\_

Operating Expenses	Amount	Description (Cont)	Amount
Advertising		Company Parties/Event/Food	
Internet/Cable Fees		Uniforms & Business Laundry	
Legal Fees		Dues, subscriptions, & Books	
Professional Expenses		Postage/Freight/Delivery Shipping	
Office Expenses		Other Expense:	
Supplies		Other Expense:	
Rent/Lease (Equipment & Machinery)		Other Expense:	
Equipment/Tools		Other Expense:	
Security/Alarm Fees		Other Expense:	
Insurance (Health/Life/Dental)		Other Expense:	
Business/Trade Conventions		Other Expense:	
Subcontractors & Contract Labor		Other Expense:	
Repairs (Other than Car)		Other Expense:	
Bank Charges/Merchant Fees		<b>Vehicle Information (Only the amount used for business)</b>	
Computer Software		Enter Date business use of vehicle started: _____ Number of Business Miles Driven: _____ Tolls and Parking Fees: _____	
Licenses & Government Fees			
Taxes			
Travel Expenses		Gas (Auto Fuel)	
Entertainment – Food/Beverage		Repairs (Vehicle)	
Online/Internet Service		Insurance	
Utilities		Tag & Registration Fees	
Employee Wages/Salary		Tires/Automobile Washes/Maintenance	
Telephone/Cell/Beeper		Lease/Car Note Payments	

*I agree that everything on the sheet is true to my acknowledgement and is based on records kept during the current year and is related expenses to my business profession.*

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Signature: \_\_\_\_\_