

FREELANCE BUSINESS TAX RETURN WORKSHEET

Taxable Year: 20__

1. GENERAL INFORMATION

Taxpayer Name:

Business Name:

Business Address:

SSN / ITIN:

Employer ID Number (EIN):

Principal Activity:

2. GROSS RECEIPTS / INCOME

INCOME SOURCE	AMOUNT
Gross receipts or sales (1099-NEC / 1099-K / Cash / Check)	
Other business income	
Returns and allowances	
Total Gross Income (A)	

3. BUSINESS EXPENSES

EXPENSE CATEGORY	AMOUNT
Advertising and Marketing	
Car and Truck Expenses (Standard mileage or actual)	
Commissions and Fees	
Contract Labor	
Depreciation and Section 179 expense	
Insurance (other than health)	
Interest (Mortgage / Other business debt)	
Legal and Professional Services	
Office Expense / Postage	
Rent or Lease (Vehicles, machinery, equipment, real estate)	

EXPENSE CATEGORY	AMOUNT
Repairs and Maintenance	
Supplies / Materials	
Taxes and Licenses	
Travel and Meals (Subject to limits)	
Utilities (Telephone, internet, etc.)	
Other Expenses (Specify: _____)	
Total Business Expenses (B)	

4. NET BUSINESS CALCULATION

CALCULATION	AMOUNT
Gross Income (A)	
Less: Total Business Expenses (B)	
Net Profit or (Loss) (C)	

5. SIGNATURES

Taxpayer Signature:

Date:

Instructions: Use this worksheet to compile your self-employed business income and expenses. Retain all supporting documentation, including Form 1099s, bank statements, receipts, and mileage logs, to support the figures calculated above for federal and state tax filings.