

SOLE PROPRIETOR ANNUAL RETURN WORKSHEET

Tax Year: _____

Business Name:

Proprietor Name:

TIN / SSN:

Business Address:

Principal Activity:

PART I: INCOME

Revenue Source	Amount
Gross Receipts or Sales	
Returns and Allowances (Subtract)	
Other Income	
Gross Income (Total)	

PART II: COST OF GOODS SOLD (IF APPLICABLE)

Cost Inventory Details	Amount
Beginning Inventory	
Purchases (Less cost of items withdrawn for personal use)	
Cost of Labor	
Materials and Supplies	
Other Costs	
Ending Inventory (Subtract)	
Total Cost of Goods Sold	

PART III: EXPENSES

Operating Expenses	Amount
Advertising	
Car and Truck Expenses	
Commissions and Fees	

Operating Expenses	Amount
Contract Labor	
Depreciation and Section 179 Expense	
Employee Benefit Programs	
Insurance (other than health)	
Mortgage / Business Interest	
Legal and Professional Services	
Office Expense	
Pension and Profit-Sharing Plans	
Rent or Lease (Vehicles, Machinery, Equipment, Real Estate)	
Repairs and Maintenance	
Supplies	
Taxes and Licenses	
Travel and Meals	
Utilities	
Wages (less employment credits)	
Other Expenses (Specify):	
Total Expenses	

PART IV: NET PROFIT OR LOSS

Gross Income (From Part I)	
Less: Cost of Goods Sold (From Part II)	
Less: Total Expenses (From Part III)	
Net Profit or (Loss)	

Signature of Proprietor:

Date:
