

SELF-EMPLOYED EXPENSE & TAX RETURN TEMPLATE

Tax Year: _____

GENERAL INFORMATION

Taxpayer Name: _____

Business Name: _____

Business Address: _____

SSN / EIN: _____

Profession/Line of Work: _____

Phone Number: _____

PART I: GROSS INCOME

Income Category	Amount
Gross Receipts or Sales	
Returns and Allowances	
Other Income (Specify: _____)	
TOTAL GROSS INCOME	

PART II: OPERATING EXPENSES

Expense Category	Amount
Advertising and Marketing	
Car and Truck Expenses (Mileage/Fuel)	
Commissions and Fees	
Contract Labor	
Insurance (other than health)	
Mortgage / Rent (Business Premises)	
Legal and Professional Services	
Office Expenses & Postages	
Repairs and Maintenance	
Supplies and Materials	
Taxes and Licenses	
Travel, Meals, and Entertainment	

Expense Category	Amount
Utilities (Internet, Phone, Electricity)	
Other Expenses (Specify:)	
TOTAL EXPENSES	

PART III: NET PROFIT OR LOSS CALCULATION

NET PROFIT OR LOSS (Gross Income minus Total Expenses)	
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Taxpayer Signature

Date