



Larry K. Anderson, P.C.
Certified Public Accountant

PROFIT OR LOSS FROM BUSINESS OR PROFESSION

GENERAL INFORMATION

Ownership ____ T=Taxpayer S=Spouse J=Joint

Business Name _____

Business Address _____

Principal Business/Profession _____

Employer ID Number _____

Accounting Method:

Cash____ Accrual____ Other (specify) _____

Method used to value closing inventory:

Cost____ Market____ Other (explain)____ Does not apply____

	Yes	No
Was this business still in operation at the end of the year?	____	____
Was there a change in determining quantities, costs, or valuations between opening/closing inventory? (If yes, please explain)	____	____
Did you materially participate in the operation of this activity during the tax year?	____	____
Is all of the investment in this activity all at risk?	____	____
Did you use part of your home for business? (If yes, please complete business use of your home worksheet)	____	____
Did you purchase or sell any business assets during the year? (If yes, please complete asset acquisition/disposition schedule)	____	____

INCOME

Gross receipts or sales _____

Returns and allowances _____

Other income _____

COST OF GOODS SOLD - IF APPLICABLE

Inventory at beginning of year _____

Purchases less items used personally _____

Cost of labor (do not include your salary) _____

Materials and supplies _____

Other costs _____

Inventory at end of year _____

Cost of goods sold _____

DEDUCTIONS

Advertising	_____
Bad debts from sales or services	_____
Car and truck expenses (complete worksheet)	_____
Depletion	_____
Depreciation/ Sec 179 deductions (PREPARER USE)	_____
Employee benefit programs	_____
Insurance	_____
Interest:	
Mortgage (paid to banks, etc.)	_____
Other	_____
Legal and professional services	_____
Office expenses	_____
Pension and profit sharing plans	_____
Rent or lease:	
Vehicle or machinery	_____
Other business property	_____
Repairs and Maintenance	_____
Supplies (not included in cost of goods sold)	_____
Taxes and licenses	_____
Travel	_____
Meals and entertainment	_____
Telephone	_____
Utilities	_____
Wages (provide W-2s)	_____
Home office expenses (complete worksheet)	_____
Other Expenses:	
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Other comments or issues you wish to discuss during your interview:



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CAR AND TRUCK EXPENSE WORKSHEET

Description of vehicle _____
Date placed in service _____ Do you own this vehicle? ___ Cost _____
Total miles for the tax year _____
Total business miles _____
Total personal and commuting miles _____

ACTUAL EXPENSES

Registration fee (tag) _____
Gas, oil, repairs, insurance etc. _____
Interest _____
Vehicle Rentals _____
Parking, tolls, local transportation _____
Depreciation (Preparer use) _____

OTHER INFORMATION

	YES	NO
Do you have evidence to support business use?	_____	_____
If yes, is it written?	_____	_____
Is the vehicle available during off duty hours?	_____	_____
Was the vehicle used primarily by a >5% owner?	_____	_____
Is another vehicle available for personal use?	_____	_____

ASSET ACQUISITIONS AND DISPOSITIONS

Description of property or equipment ACQUIRED	Date Acquired (MM/DD/YY)	Date Placed in Service (MM/DD/YY)	Cost
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Description of property or equipment SOLD	Date Sold (MM/DD/YY)	Date Placed in Service (MM/DD/YY)	Sales Price
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____



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BUSINESS USE OF YOUR HOME

Business or activity for which you have an office	Total area of your house (sf)	Area used for business (sf)	Business percentage
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DEPRECIATION

	Date first used in business	Cost
House	_____	_____
Land	_____	_____
Total purchase price	_____	_____
Improvements	_____	_____

EXPENSES TO BE PRORATED

Mortgage Interest	_____
Real Estate Taxes	_____
Insurance	_____
Utilities	_____
Repairs and Maintenance	_____
Other expenses (list)	_____
_____	_____
_____	_____

EXPENSES THAT APPLY DIRECTLY TO HOME OFFICE

Telephone	_____
Maintenance	_____
Other expenses (list)	_____
_____	_____
_____	_____
_____	_____