

Entity Name _____

BUSINESS EXPENSE LIST

YEAR _____

MONTH	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	TOTAL
INCOME													
EXPENSES													
ADVERTISING													
AUTO*													
BANK CHARGERS													
CLOTHING / UNIFORMS													
MEALS*													
MEDICAL REIMBURSEMENTS													
PHONE C-CELL													
PHONE-LAND													
PROFESSIONAL FEES													
RENT													
RENTAL EQUIPMENT													
SUPPLIES													
TEAXES													
TOOLS													
UTILITIES													
OTHER-													
OTHER-													
OTHER-													
OTHER-													
OTHER-													
TOTAL													

*AUTO-USE MILEAGE OR ACTUAL EXPENSES
* MEAL WHILE TRAVELING, ENTERTAINING CLIENTS, OR WORKING OVERTIME

OTHER EXPENSES — 2106 & SCHEDULE C

ACCOUNTING FEES	MANAGEMENT FEES
ADVERTISING	MEALS
ALLOWANCES	MEDICAL REIMBURSEMENT
ANSWERING SERVICE	MEMBERSHIPS
ASSOCIATION DUES	MILEAGE
AUTO EXPENSE	MISCELLANEOUS
BANK CHARGES	OFFICE EQUIPMENT
BOOKS & MAGAZINES	OFFICE SUPPLIES
BUSINESS CARDS	PAGER
BUSINESS SUPPORT	PENSION
CELL PHONE	PER DIEM DAYS
CHILD CARE	PERMITS
CLAIMS	PHONE
CLEANING	PHYSICAL EXAM
CLOTHING	POSTAGE
COMMISSIONS GIVEN	PRINT & COPY
COMPUTER	PROFESSIONAL FEES
CONSULTATION EXPENSES	PROFESSIONAL SOCIETY
CONTINUING EDUCATION	PROFESSIONAL SUPPLIES
CONTRACT LABOR	PROMOTION
DELIVERY	PROMOTIONAL ITEMS
DRY CLEANING	PUBLICATIONS
DUES	RAIN GEAR
EDUCATION	REGISTRATION
ENTERTAINMENT	RENT
EQUIPMENT REPAIRS	RENT — EQUIPMENT
FREIGHT	RESUMES
FUEL	RETURNS
GIFTS	SAFETY EQUIPMENT
HAIR CUTS	SAMPLES
HEALTH INSURANCE	SEMINARS
INSURANCE	SHIPPING
INSURANCE PREMIUMS	SMALL TOOLS
INTEREST — OTHER	SOFTWARE
INTERNET	STORAGE FEES
JOB SEARCH	SUBSCRIPTIONS
LAP TOP COMPUTER	SUPPLIES
LAUNDRY	TAXES
LAWN SERVICE	TIPS
LEGAL FEES	TRADE SHOWS
LIABILITY INSURANCE	TRAINING
LICENSES	TRAVEL
LODGING	UNIFORMS
LONG TERM CARE PREMIUMS	UNION DUES
MAINTENANCE	UTILITIES