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bookkeeping & tax preparation

## Tax Interview ~~Form~~ AAAAAAAAD

BUSINESS INFORMATION	
Name of Business:	
Address if different from yours	
First year for this business Y / N	

Total 1099 Income for business	
Income not reported on 1099	

BUSINESS EXPENSES					
	TOTAL	A/C		TOTAL	A/C
<b>Advertising</b>			<b>Contract Labor</b>		
Stationery					
Gifts			<b>Repairs/Maintenance</b>		
Demo Mat'l			Tools		
Website			Computer		
Resumes			Office		
Other					
			<b>Taxes/Licenses</b>		
<b>Commissions/Fees</b>			Biz Tax		
Agent			Other		
Manager					
Other			<b>Rent/Lease</b>		
			Equipment		
<b>Legal/Professional</b>			Office		
Legal			Storage		
Accounting			Other		
Registries					
Bank Fees			<b>Travel</b>		
Other			Fares		
			Lodging		
<b>Office Expense</b>			Taxi, etc		
Supplies					
Postage			<b>Meals/Entertainment</b>		
Copies			Local Meals		
Printer			Local Ent		
Other			Travel Meals		
<b>Supplies (not office)</b>			<b>Other</b>		
			Union Dues		
			Research		
<b>Utilities (Biz %)</b>			Trade Publications		
Phone/Fax ___%			Classes		
Cable ___%			Parking		
Internet ___%			Other		

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Tax Interview ~~CA~~ ~~AA~~ ~~AA~~ ~~AA~~ ~~AA~~ ~~AA~~ ~~AA~~ ~~AA~~ ~~AA~~ ~~AD~~

OFFICE EQUIPMENT PURCHASED		
(Computer, Furniture, Tools)		
Item	Date Purchased	Cost

ADDITIONAL EXPENSES
List any additional items or questions here