

## Schedule C Worksheet

**Schedule C Worksheet (Self-Employed) Provide all 1099's (MISC & NEC) received and issued by your company, including all 1099-K's (i.e.; Square, PayPal, etc.)**

Business Name: _____	
Address (if different): _____	
<b>Please indicate totals for any Covid-19 Business Grants/Loans Obtained:</b>	
Paycheck Protection Program (PPP) _____	
Amount Forgiven under PPP _____	
Emergency Injury Disaster Loan (EIDL) Grant Portion: _____	
Emergency Injury Disaster Loan (EIDL) Loan Portion: _____	
Is this business operated by Taxpayer or Spouse? _____	
<b>Does your business have an EIN?</b> ___Yes ___No If yes, provide: _____	
<b>Is this business a Single-Member LLC?</b> ___Yes ___No	
DOT Driver? ___Yes ___No	
Business activities:	
<b>Gross Sales in 2020- Do not include Sales Tax Collected.</b>	
<b>Discounts &amp; Refunds to Customers</b>	
<b>Labor Costs</b>	
<b>Material Costs</b>	
<b>Ending Inventory on hand as of 12-31-2020 (At Cost)</b>	

EXPENSE CATEGORY	AMOUNT	COMMENTS
Accounting Services		
Advertising		
Bank Charges		
Commissions		
Delivery and Freight		
Dues and Subscriptions		
Employee Benefits		
Insurance-Business		
Interest		
Janitorial		
Legal and Professional Fees		
Office Expenses		

## Schedule C Worksheet

Outside Services		
Postage		
Printing		
Rent Expenses-Building		
Rent Expenses-Vehicles, Equipment		
Rent Expenses-Storage		
Repairs-Building, Equipment		
Security		
Supplies		
Property Taxes-Business only		
Payroll Taxes		
Telephone		
Tools		
Travel- Hotels, Plane Tickets		
Meals-Business		
Meals-Celebratory		
Meals-Entertainment ONLY		
Uniforms		
Utilities		
Salaries and Wages-Employees ONLY		
Disposal Fees		
Licenses and Permits		
Fuel for Equipment ONLY		
Credit Card & Merchant Fees		
Computer and Internet Fees		
Continuing Education		
Parking Fees and Tolls		
Personal Protective Equipment (PPE)		
_____		
_____		

**Vehicle Information – Breakout by each vehicle – Miles MUST be reported**

Date Placed in Service \_\_\_\_\_ Year/Make/Model \_\_\_\_\_

Business Miles Driven \_\_\_\_\_ Personal Miles Driven \_\_\_\_\_

## Schedule C Worksheet

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Date Placed in Service \_\_\_\_\_ Year/Make/Model \_\_\_\_\_

Business Miles Driven \_\_\_\_\_ Personal Miles Driven \_\_\_\_\_

If this vehicle **does not** take the standard mileage deduction, please list the actual expenses.

EXPENSE CATEGORY	AMOUNT	COMMENTS
Fuel		
Repairs		
Tires		
Insurance		

**Fixed Asset Purchases-** Please provide a list of all assets purchased and any major repairs or improvements to buildings or vehicles in 2020 that **exceed \$2,500**. Be sure to include the following information. Please provide asset purchase paperwork. Please use additional sheets if necessary.

Description:

Date Placed in Service:

Cost:

If vehicle, obtained via trade-in?

Description:

Date Placed in Service:

Cost:

If vehicle, obtained via trade-in?

Description:

Date Placed in Service:

Cost:

If vehicle, obtained via trade-in?