

## 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, Venmo, etc.)**

|   |  |
|---|--|
| Business Name: _____  |  |
| Address (if different): _____   |  |
| Business activities:  |  |
| <b>Gross Income Received in 2022- 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 12-31-2022 (At Cost)</b>                |  |

Is this business operated by Taxpayer or Spouse? \_\_\_\_\_

**Does your business have an EIN?** \_\_\_ Yes \_\_\_ No **If yes, provide:** \_\_\_\_\_

**Is this business a Single-Member LLC?** \_\_\_ Yes \_\_\_ No

DOT Driver? \_\_\_ Yes \_\_\_ No

Did you file any 1099-NEC's for services rendered to you? \_\_\_ Yes \_\_\_ No

| EXPENSE CATEGORY                | AMOUNT | COMMENTS |
|---------------------------------|--------|----------|
| Accounting Services             |        |          |
| Advertising                     |        |          |
| Bank Charges                    |        |          |
| Commissions                     |        |          |
| Delivery and Freight            |        |          |
| Dues and Subscriptions          |        |          |
| Employee Benefits               |        |          |
| Insurance-Business (NOT Health) |        |          |
| Health Insurance                |        |          |
| Interest                        |        |          |
| Janitorial                      |        |          |
| Legal and Professional Fees     |        |          |
| Office Expenses                 |        |          |
| Outside Services                |        |          |
| Postage                         |        |          |

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|  |  |   |
|--|--|---|
| 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  |  |   |
| 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)  |  |   |
| <b><i>Retirement Plan Contributions specifically made under this business:</i></b> |  | If you have not made any contributions, but are interested in doing so, please comment below: |
| SEP  |  |   |
| 401(k)   |  |   |
| SIMPLE   |  |   |
| Other Expenses: _____  |  |   |
| Other Expenses: _____  |  |   |
| Other Expenses: _____  |  |   |

## Schedule C Worksheet

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

Do you have a documented log book for business miles driven? \_\_\_ Yes \_\_\_ No  
**\*\*It is necessary for you to keep these records. If you use a mileage app, print out logs.**

The federal mileage rate increased on 7/1/2022 to help with inflation. Please list miles driven for each block of time shown below.

**VEHICLE:** Year/Make/Model \_\_\_\_\_ Date Placed in Service \_\_\_\_\_

| 1/1/2022 – 6/30/2022   | 7/1/2022 – 12/31/2022  |
|------------------------|------------------------|
| Business Miles Driven: | Business Miles Driven: |
| Personal Miles Driven: | Personal Miles Driven: |

**VEHICLE:** Year/Make/Model \_\_\_\_\_ Date Placed in Service \_\_\_\_\_

| 1/1/2022 – 6/30/2022   | 7/1/2022 – 12/31/2022  |
|------------------------|------------------------|
| Business Miles Driven: | Business Miles Driven: |
| Personal Miles Driven: | Personal Miles Driven: |

**\*\*If any vehicles do not take the standard mileage deduction, please list the actual expenses.**

**VEHICLE:** Year/Make/Model \_\_\_\_\_ Date Placed in Service \_\_\_\_\_

| EXPENSE CATEGORY | AMOUNT | COMMENTS |
|------------------|--------|----------|
| Fuel             |        |          |
| Repairs          |        |          |
| Tires            |        |          |
| Insurance        |        |          |

**VEHICLE:** Year/Make/Model \_\_\_\_\_ Date Placed in Service \_\_\_\_\_

| EXPENSE CATEGORY | AMOUNT | COMMENTS |
|------------------|--------|----------|
| Fuel             |        |          |
| Repairs          |        |          |
| Tires            |        |          |
| Insurance        |        |          |

## Schedule C Worksheet

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**Fixed Asset Purchases and Vehicle Trade Ins-** Please provide a list of all assets purchased (buildings, equipment, vehicles, etc) outright or via trade in and any major repairs or improvements to existing assets in 2022 that **exceed \$2,500**. Be sure to include the following information. Please provide asset purchase and vehicle trade in paperwork. Please use additional sheets if necessary.

Description:

Date Placed in Service:

Cost:

Was this obtained via trade-in?

Description:

Date Placed in Service:

Cost:

Was this obtained via trade-in?

Description:

Date Placed in Service:

Cost:

Was this obtained via trade-in?

**Fixed Asset Disposals-** Please provide details on all assets disposed of during 2022. This includes assets that were sold, given away, converted to personal use, scrapped or destroyed.

Description:

Date Disposed:

Sale Price:

Was this disposed via trade-in?

Description:

Date Disposed:

Sale Price:

Was this disposed via trade-in?