



# LYNN-MARK ENTERPRISES, LLC

TAX & BUSINESS CONSULTANTS

## Business Deductions Worksheet

Business Name: \_\_\_\_\_ Tax ID#: \_\_\_\_\_

Business Address: \_\_\_\_\_

Date Business began: \_\_\_\_\_ Tax Year: \_\_\_\_\_ Business Description: \_\_\_\_\_

Only complete the boxes below that pertain to your business expenses. Do not complete items below that are for personal use.

Income		Amount	Other Expenses		Amount
Income listed on 1099's			Agent Fees		
Other income NOT listed on 1099 forms (Do NOT include W-2 or unemployment)			Books		
Expenses		Amount	Business Gifts (limit \$25 per recipient)		
Accountant			Memberships		
Advertising & Marketing			Merchant Credit Card Fees		
Bank Charges (from business account)			Professional Education/Classes		
Commissions			Research (Movies, iTunes, Netflix, museums)		
Dues & Subs (QBOL, Annual CC fees)			Samples		
Health Insurance Premiums			Seminar Fees		
Insurance (liability, professional, malpractice, etc.)			Union Dues		
Laundry & Cleaning (Uniforms)			Website Fees		
Legal & Professional Fees			Car & Truck Expenses		Amount
Office expenses			Make, model, and year of vehicle		
Outside Services			Total miles for the year		
Postage & Shipping			Business miles for current tax year filing		
Machinery & Equipment Rentals			Commuting miles for the year		
Rent (NOT home office)			Number of months of vehicle business use		
Repairs & Maintenance			Parking and Tolls (business portion only)		
Security/Alarm			Gas/oil		
Supplies			Repairs & Maintenance		
Payroll Taxes			Tires		
Sales Tax			Insurance / Vehicle Registration/ License		
NYC UBT Tax			Car Loan Interest		
LLC Annual Fee			Lease Payments		
Telephone			Miscellaneous		
Travel, overnight (Hotel, Air, Car Rental)			Home Office		Amount
Local Travel (MTA, Taxi, Uber, etc.)			Total Home Rent paid for the year		
Meals (Do NOT include entertainment)			Total Home Sq. ft. :		Office Sq. ft.:
Uniforms			Total Home Utilities (Oil, Gas & Electric)		
Utilities (NOT home office)			Total Home Maintenance		
Cable TV			Total Home office repairs		
Internet Access Fee			Total Home insurance		
Wages			Other (please specify)		
Equipment, Furniture, Computers, & Software			Other items not listed:		
Description of item	Date Purchased	Amount			