ADDRESS OF BUSINESS BUSINESS ACTIVITY (Check all that apply): sales manufacturing service BUSINESS ACTIVITY (Check all that apply): sales manufacturing service BUSINESS ACTIVITY (Check all that apply): sales manufacturing service BUSINESS ACTIVITY (Check all that apply): sales manufacturing service BUSINESS ACTIVITY (Check all that apply): sales manufacturing service BUSINESS INCOME To provide the year of do your specified on this business? To manufacturing on norm BUSINESS INCOME To manufa	HOUSE CLEANING / JANITORIA	AL INCOME	& EXPE	NSE WO	RKSHEET	YEAR		
ADDRESS OF BUSINESS BUSINESS ACTIVITY (Check all that apply): sales manufacturing service PRODUCT SOLD on SERVICE PERFORMED	NAME			F	ederal ID #			
SALES TAX COLLECTED Included in Gross Sales Includes all that apply): sales manufacturing service manufacturing service manufacturing service manufacturing service manufacturing service manufacturing service manufacturing manufacturing service manufacturing manufactur								
The control of the co	ADDRESS OF BUSINESS							
The control of the co	BUSINESS ACTIVITY (Check all that apply):	sales 🗆	manufa	cturina 🗅	service 🗆			
To many months was this business in operation during the year? 12 Months				•				
The second secon						To		
SALES TAX COLLECTED Include all 1099 income for services performed 1999 - MISC. Bring in ALL 1099s received. Include Included in Sove Included in above Included in Bove With the smount reported? No Do you receive \$10,000.00 in actual cash from any individual at any one timeor in accumulated amountsduring this tax year? V Sales of Equipment, Machinery, Land, Buildings Held for Business Use With the smount reported? No Did you receive \$10,000.00 in actual cash from any individual at any one timeor in accumulated amountsduring this tax year? V Sales of Equipment, Machinery, Land, Buildings Held for Business Use With did Property Date Acquired Date Sold Gross Sales Price Expenses of Sale Original Cost Original Cost Property Date Acquired Date Sold Gross Sales Price Expenses of Sale Original Cost Original Cost Property Original Cost Original C	How many hours during the year did you and/or	your spouse dev	vote to this bu	usiness?	FULL TIME 📮 O	# # of hours		
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Gas, oil, lube, repairs, tires, batteries, insurance, supplies, wash, wax, etc. Hours Used Per Week								
	,				•			
	Lease Costs	on, wax, etc.						

HOUSE CLEANING / JANITORIAL EXPENSES (continued)

ADVERTISING/PROMOT			rds,			(AWAY FROM HO	ME OVERNIGHT):			
greeting cards, sales aids, catalogs, etc.					Lodging					
*COMMISSIONS & FEES PAID: Contract labor.					Meals & tips (keep total separate from other costs)					
EMPLOYEE BENEFITS:			pany		Convention fees Cruise ship convention/seminar					
party, mileage reimbur INSURANCE: Worker's			y (do		Cruise ship convention/seminar Airplane or train fares					
not include auto/truck/t		coo nabiii	y (do		Auto rental, taxis or bus fares					
	to financial ir	nstitution			Other (incidentals, laundry, etc.)					
(Mortgage) Paid	to individual				MEALS & ENTERTAINMENT:					
OTHER INTEREST: (do		uto or truc	k)		Business meals					
	rance loans				Gifts (limited to \$25 per individual or couple)					
	nly credit card		/		Tickets					
*LEGAL & PROFESSION					Tickets to qualified charitable events					
business, accounting	ees, bonds, r	permits, et	tc.		UTILITIES & TELEPHONE (business building):					
OFFICE EXPENSE: Post	age, stationery	, office sup	plies,		Electricity, water, sewer, garbage (business)					
computer supplies, pens, PENSION/PROFIT SHAF		oos only			Natural gas/heating fuel (business) Telephone (bus. line, second line, other options)					
	hinery and ec									
	er business pr						ellular svcs, online e (from home telepho			
*REPAIRS & MAINTENA			ont				of W-2s/941s if they h			
etc. (do not include auto		g, equipm	ent,		WAGES:	been filed)	71 VV-25/5415 II (IIE) II	lave		
SUPPLIES: Mops, bro	ooms, brushe					Wages to spouse Medicare tax)	(subject to Soc.Sec.	and		
	, polishes, rag	<u> </u>			-	Wages to children	n under 18 (not subjec	ct to		
	juip., first aid				_	Soc.Sec. and Med	dicare tax) `			
	/ac. bags, ext	ension co	ords			Other				
TAXES: Personal p	roperty				OTHER EX	PENSES (not listed	•			
Licenses (n	ot auto/truck)						s, credit card machine	9		
Real estate	of business l	building &	land		Dues & publications					
Sales tax (i	f included in gro	oss sales)			Education, manuals					
Payroll (you	r share Soc.Se	ec./Medicar	re)		Fuel for equipment (not truck/auto)					
TRAVEL (number of nig			,			Laundry & cle	eaning			
City Nights out City Nights out					Printing & copying					
City Nights out City Nights out					Shipping, courier services					
City Nights out City Nights out					Trade show fees					
				Uniforms, boots/shoes, aprons, gloves						
City Nights out City Nights out							, , ,			
			EQUIPME	=NT	PURCH	ASED		·		
(Floor polisher, vac	cuum cleaner	s wet/dry	-				ans carts storage	cahinet	s furniture)	
Item	Date	Business	Cost (including	Item		Additional	Traded with		her	
Purchased	Purchased	Use %	sales tax)	Trac		Cash Paid	Related Property	I	ormation	
	•									
*1099s: Amounts of corporations) for rent, business, require inform	interest, or se	ervices rei	ndered to you in you		recipient de	oes not furnish	uary 31. Nonfiling you with his/her S I tax on the payme	ocial Se		
Name	Į.	Address			Social Sec	curity# A	Amount	Purno	se of Payment	
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Sign here _____