

BUSINESS RECORD

NAME:	BUSINESS NAME:
ADDRESS:	BUSINESS ADDRESS:
TELEPHONE NUMBER: ()	BUSINESS TELEPHONE NUMBER: ()

NOTE: Depreciation, personal expenses and entertainment, personal transportation, purchase of capital equipment and payments of the principals on loans are **NOT** allowable deductions. Losses from previous years are also **NOT** deductible.

	MONTH ONE	MONTH TWO	MONTH THREE
	FROM: _____ TO: _____	FROM: _____ TO: _____	FROM: _____ TO: _____
I. BUSINESS INCOME	GROSS INCOME	GROSS INCOME	GROSS INCOME
1. Gross Sales	\$ _____	\$ _____	\$ _____
2. Inventory Purchases			
3. Gross Income (line 1 minus line 2)	3a	3b	3c
II. BUSINESS EXPENSES	DEDUCTIONS	DEDUCTIONS	DEDUCTIONS
4. Telephone			
5. Supplies			
6. Heat / Utilities			
7. Advertising			
8. Interest payments			
9. Insurance			
10. Bank Charges			
11. Repairs			
12. Business taxes			
13. Business Vehicle Expenses			
14. Business Rent			
A. Property			
B. Equipment			
15. Other Expenses: (Specify)			
A.			
B.			
C.			
D.			
16. TOTAL Business Expenses (add lines 4 through 15)	16a	16b	16c
III. INCOME SUMMARY	SUMMARY	SUMMARY	SUMMARY
17. NET INCOME (line 3 minus line 16)	17a (line 3a minus line 16a)	17b (line 3b minus line 16b)	17c (line 3c minus line 16c)

THREE-MONTH TOTAL NET INCOME (line 17a + line 17b + line 17c)	THREE-MONTH AVERAGE NET INCOME (line 18 + 3)
MONTH ONE (17a) \$ _____	THREE MONTH
MONTH TWO (17b) \$ _____	TOTAL \$ _____ = \$ _____
MONTH THREE (17c) \$ _____	(line 18) 3 3 MONTH
18. THREE MONTH TOTAL \$ _____	AVERAGE

I certify that the information contained in this worksheet is true and accurate.

SIGNATURE	DATE SIGNED
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