



Small Business Expense Sheet

Gross Profit

Total Sales \$ _____
 Purchases \$ _____
 Closing Inventory \$ _____

Beginning Inventory \$ _____
 Personal Use \$ _____

Expenses

Advertising Cost \$ _____
 Insurance \$ _____
 Cleaning Laundry \$ _____
 Office Expense \$ _____
 Rent/Lease Equip \$ _____
 Supplies \$ _____
 Travel Expense \$ _____

Bad Debts \$ _____
 Interest Loan \$ _____
 Legal & Acctg. \$ _____
 Rent Paid \$ _____
 Repairs on Equip \$ _____
 Sales Tax Paid \$ _____
 Telephone Expense \$ _____

Miscellaneous

Bank Charges \$ _____
 Freight Charges \$ _____
 Office Supplies \$ _____

Check Fees \$ _____
 Freight Charges \$ _____

Vehicle Expense

Gas, Oil, Etc. \$ _____
 Lease Pymts \$ _____
 Cost \$ _____
 Business Mileage \$ _____

Repairs & Parts \$ _____
 Insurance \$ _____
 Tags \$ _____

Sharon Mullins & Sherrie Coleman
 1140 Walnut Street • Jeffersonville, IN 47130
 812.258.4002 phone • 812.280.8195 fax
 Sherrie@premieracctg; Sharon@premieracctg.com



Premier Accounting Services, LLC

Tax Preparation • Payroll • Bookkeeping

1140 Walnut Street • Jeffersonville, IN 47130

Call (812) 258-4002 Today!

Small Business Expense Sheet

Home Office Expense

Utilities	\$ _____	Rent	\$ _____
House Interest	\$ _____	Rental Insurance	\$ _____
Home Insurance	\$ _____	Number of Rooms	\$ _____
Real Estate Tax	\$ _____	Storage Space	\$ _____
Sq Ft. of Home	\$ _____	Repairs of Home	\$ _____

Sharon Mullins & Sherrie Coleman

1140 Walnut Street • Jeffersonville, IN 47130

812.258.4002 phone • 812.280.8195 fax

Sherrie@premieracct; Sharon@premieracct.com