

# Business Income Tax Questionnaire

## Revenue

## General Information

Gross Sales	
Includes Sales Tax?                      YES              NO	
Returns and Allowances	
Other Income (Specify)	

Principal Business (Code)
Business Name

**Comments:**

### Other Data Needed:

Ending Merchandise Inventory	
Ending Accounts Receivable Amount	
Ending Accounts Payable Amount	
Copies of Sales Tax Returns Filed	
Copies of Payroll Tax Returns Filed	

### Assets Purchased

Date	Buildings, Land, Machinery Item	List Price	Allowance for Trade in	Amount of Boot	

## Business Income Tax Questionnaire – Expenses

Materials Purchased for Resale	
Subcontracting	
Accounting	
Advertising	
Bad Debts	
Bank Charges	
Commissions	
Delivery & Freight	
Dues & Subscriptions	
Employee Benefit Programs	
Fuel	
Insurance	Business
	Building
	Other - Specify
Interest	Mortgage (1098)
	Other - Specify
Laundry & Cleaning	
Legal & Professional	
Office Expenses	
Outside Services	
Parking & Tolls	
Pension & Profit Sharing Plan	
Postage	
Printing	

Rent or Lease	Building & Land	
	Equipment	
	Vehicles & Machinery	
Repairs		
Supplies		
Taxes	Real Estate Taxes	
	Payroll Taxes	
	Sales Tax Paid	
	Personal Property	
Tools		
Travel	Lodging	
	Meals	
Uniforms		
Utilities	Electric	
	Heat	
	Water & Sewer	
	Telephone - Business	
	Cell Phone - Business	
	Other	
Vehicle	Business Miles	
	Total Miles	
	Actual Expense	
Wages - Gross		
Other Expenses - Specify		