

## Business Income Tax Questionnaire

### Revenue

Gross Sales	
Sales Tax Collected (not included in above)	
Other Income (Specify)	
Returns and Allowances	

### General Information

Business Name
Principal Business
<b>Comments:</b>

### Other Data Needed:

Ending Merchandise Inventory	
Ending Accounts Receivable Amount	
Is this Receivable balance included in sales?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Ending Accounts Payable Amount	
Is this Payable balance included in purchases?	<input type="checkbox"/> Yes <input type="checkbox"/> No

### Assets Purchased

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

### Assets Sold, Traded or Discarded

Date	Buildings, Land, Machinery Item	Amount Received	Cost	Item Traded

## Business Income Tax Questionnaire — Expenses

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

Rent or Lease	Buildings & Land	
	Equipment	
	Other	
Supplies		
Taxes	Real Estate	
	Personal Property	
	Payroll	
	Sales Tax Paid	
Travel - Lodging		
Meals		
Uniforms		
Utilities	Electric	
	Heat	
	Water & Sewer	
	Telephone - Bus.	
	Cellular Phone - Bus.	
	Internet - Bus.	
Vehicle Expense: (miles used _____)		
Wages - Gross		
Other Expenses - Specify		