

**TAXLAND USA LLC  
DBA SNS SERVICES**

**SELF EMPLOYMENT WORKSHEET**

**CLIENT NAME:** \_\_\_\_\_

- 1.) ARE YOU SELF EMPLOYED? YES ( ) NO ( )
- 2.) DID YOU RECEIVE A FORM 1099 FROM AN EMPLOYER? YES ( ) NO ( )

**NAME OF YOUR BUSINESS:** \_\_\_\_\_

- 3.) WHAT CLASSIFICATION IS YOUR BUSINESS? (CIRCLE ONE BELOW)
- A. SOLE PROPRIETOR
  - B. SINGLE MEMBER LLC
  - C. MULTI MEMBER LLC

4.) WHAT YEAR DID YOU START YOUR BUSINESS?

\_\_\_\_\_

5.) DOES YOUR BUSINESS HAVE A LICENSE? YES ( ) NO ( )

6.) DO YOU OPERATE THROUGH A BUSINESS BANK ACCOUNT? YES ( ) NO ( )

7.) CAN YOU PROVIDE BUSINESS BACK STATEMENTS? YES ( ) NO ( )

8.) DOES YOUR BUSINESS OPERATE OUT OF YOUR HOME? YES ( ) NO ( )

9.) DO YOU USE A VEHICLE WITH YOUR BUSINESS? YES ( ) NO ( )

10.) DO YOU KEEP TRACK OF BUSINESS MILES ON THE VEHICLE? YES ( ) NO ( )

A. IF YES, HOW MANY BUSINESS MILES DID YOU DRIVE FOR THE YEAR? \_\_\_\_\_

11.) HOW DO YOU KEEP TRACK OF YOUR INCOME AND YOUR EXPENSES WITH YOUR BUSINESS? \_\_\_\_\_

12.) ROUGHLY, HOW MANY CLIENTS DOES YOUR BUSINESS HAVE? \_\_\_\_\_

13.) WHAT SERVICES DOES YOUR BUSINESS PROVIDE?

\_\_\_\_\_

14.) WHAT DOCUMENTATION CAN YOU PROVIDE TO YOUR PREPARER TO PROVE INCOME AND EXPENSES FOR YOUR BUSINESS?

\_\_\_\_\_

**TAXPAYER SIGNATURE:** \_\_\_\_\_

\*\*\*PLEASE PROVIDE A BREAK DOWN OF YOUR INCOME AND EXPENSES ON THE FOLLOWING FORM FOR YOUR BUSINESS.\*\*\*

## **INCOME AND EXPENSES**

<b>ADVERTISING</b>	
<b>CAR / TRUCK EXPENSES</b>	
<b>CONTRACT LABOR</b>	
<b>INSURANCE</b>	
<b>MORTGAGE INTEREST</b>	
<b>LEGAL AND PROFESSIONAL FEES</b>	
<b>OFFICE EXPENSES</b>	
<b>RENT</b>	
<b>RENT VEHICLE, MACHINERY</b>	
<b>REPAIRS / MAINTENANCE</b>	
<b>SUPPLIES</b>	
<b>TAXES / LICENSES</b>	
<b>TRAVEL</b>	
<b>MEALS 50%</b>	
<b>MEALS 80%</b>	
<b>UTILITIES</b>	
<b>WAGES</b>	
<b>TOTAL INCOME</b>	\$
<b>TOTAL EXPENSES</b>	\$

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**TAXPAYER SIGNATURE**