



Profit or Loss From a Business

General Information	
Name of Business	
FEIN #	Date of Incorporation
Street address	
City, State & Zip Code	

Business Activity			
Income		Other Expenses	
Gross Receipts/Sales		Accounting	
Returns & Allowances		Automobile & Truck Expense	
Cost of Goods Sold		Bank Charges	
Gross Profit	-	Cleaning	
		Commissions	
Other Income (Description/Amount)		Computer Services & Supplies	
		Credit & Collection Costs	
Total Other Income	-	Delivery & Freight	
		Discounts	
Cost of Goods Sold		Dues & Subscriptions	
Purchases		Equipment Rent	
Cost of Labor		Gifts	
Inventory		Insurance	
Beginning Inventory		Janitorial	
Ending Inventory		Laundry & Cleaning	
Inventory Valuation Method		Legal & Professional	
		Meals	
		Miscellaneous	
Page 1 Expenses		Office Expense	
Compensation of Officers		Outside Services	
Salaries and Wages (less credits)		Parking Fees & Tolls	
Repairs/Maintenance		Permits & Fees	
Bad Debts		Postage	
Rent or Leases		Printing	
Taxes and Licenses		Security	
Interest		Supplies	
Advertising		Telephone	
Pension, Profit Sharing, etc. Plans		Tools	
Employee Benefit Programs		Training/Continuing Education	
		Travel	
		Uniforms	
		Utilities	
Mileage		Additional Expenses (Description Amount)	
Business			
Personal			
Total Expenses	-		
Net Income	-	Total Other Expenses	-

New Equipment or Assets	Description	Cost Amount	Date Placed in Service