



## Information Needed for Your Business Tax Return

### **Assets:** (Balances as of the end of the fiscal year)

- Cash
- Accounts Receivable
- Inventory (if applicable)
  - Beginning Inventory
  - Purchases
  - Ending Inventory
- Loans Receivable
- Fixed Assets
- Other Assets

### **Liabilities:**

- Accounts Payable
- Credit Cards
- Notes Payable
- Taxes Payable
- Other Liabilities

### **Owners Equity:**

- Owner Distributions
- Owner Contributions



**Income:**

- Gross receipts from sales or services
- Interest Earned
- Other Income

**Expenses:**

- Accounting
- Advertising / Marketing
- Automobile
- Bad Debt
- Bank Fees
- Dues and Subscriptions
- Education and Training
- Insurance
- Interest
- Licenses and Permits
- Meals and Entertainment
- Meals 100%
- Office Supplies
- Payroll Wages
- Payroll Taxes
- Printing
- Postage
- Professional Fees
- Rent
- Repair and Maintenance
- Supplies
- Subcontractors
- Taxes
- Travel
- Utilities
  - Telephone
  - Internet
  - Trash
  - Electric
  - Water
- Miscellaneous