

Form 1040 - Schedule C (Door Dash & GrubHub) – Note: If you drive for multiple combine all your passenger driver activities on this one worksheet.

Client Name - _____ **Tax Year** _____

Income

Gross Income _____

Expenses

Accounting Expenses (Not personal income taxes) _____

Auto Expenses _____

Auto Cleaning Expense (This is separate from above) _____

Bank Charges _____

Interest Expense on company credit cards or loans _____

Internet (Put 100% paid figure & then tell us business %) _____

Insurance Expense – Business Liability (Not on vehicle) _____

Insurance Expense - Auto (for people who don't claim mileage) _____

Legal Expenses _____

Licenses _____

Office Supplies _____

Parking Expenses _____

Rent Expense (not your home) _____

Taxes (Business Personal Property) _____

Toll Expense _____

Telephone (Not main house phone) (Put 100% paid figure & then tell us business %)

Uniforms (Must have company logo or name on it) _____

Other Expenses (List):

Auto Miles (Need Make, Model, & Year of Auto/s broken down by vehicle)

Total Miles Driven this year (Personal & Business) _____

Business Miles Driven this year (For just this rental property) _____

Items Needed for Tax Prep

- Need a copy of all personal property tax bills
- Need the separate breakdown sheet for Equipment, furniture, phones, and GPS units purchased in the tax year. List date, what it was, and how much.
- Special note for internet & telephone expense. We need you to tell us the total amount you paid for the entire year and then how much you used it for business. We will calculate the deductible amount from there. Example: Internet \$1523 - 40%. Then we will take $1523 \times .40 = 609.20$. The 609.20 will be the deductible amount.

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Equipment: (Must list each with date, amount, and what it is)

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____
11. _____
12. _____
13. _____
14. _____
15. _____

Office Equipment (Must list each with date, amount, and what it is):

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____