

Locations across the country to serve you.

# Top Business Deductions

## LB TAX & BUSINESS ADVISORS, LLC

"THE PREMIER TAX COMPANY"



Use this form to record your top business deductions year-end totals (Annual Business Expenses).

**IMPORTANT NOTE:** Business owners are responsible for providing documentation (in the form of receipts) to the IRS upon their request. **TAX YEAR 20** \_\_\_\_\_

<b>Name of Business</b> _____	<b>Business Type (LLC, S-Corp, C-Corp)</b> _____
<b>TAX ID/EIN</b> _____	<b>Business Industry</b> _____
<b>Business Start Date</b> _____	<b>Business Elections Date (If S-Corp)</b> _____
<b>Business Partner's Name, SSN and Address (If Different From Data Sheet)</b> _____	

<b>Percentage of Ownership</b> _____	<b>Total Business Income</b> _____
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DEDUCTIONS

Advertising \_\_\_\_\_

Postage/Shipping \_\_\_\_\_

Bank Charges \_\_\_\_\_

Printing \_\_\_\_\_

Cell Phone (Business Calls Only) \_\_\_\_\_

Rent (Office Space) \_\_\_\_\_

Dues & Subscriptions (Business Related) \_\_\_\_\_

Repairs & Maintenance (NON-AUTO) \_\_\_\_\_

Equipment Purchases/Rentals \_\_\_\_\_

Supplies \_\_\_\_\_

Fees Paid To Contractors \_\_\_\_\_

Taxes \_\_\_\_\_

Gifts to Clients, up to \$25 \_\_\_\_\_

Telephone (Home Office) \_\_\_\_\_

Incorporation Fees \_\_\_\_\_

Travel \_\_\_\_\_

Insurance (Business) \_\_\_\_\_

Utilities (Home Office) \_\_\_\_\_

Internet/Web Expenses \_\_\_\_\_

Misc (If not listed above) \_\_\_\_\_

Legal & Professional Fees \_\_\_\_\_

Misc (If not listed above) \_\_\_\_\_

Licenses \_\_\_\_\_

Misc (If not listed above) \_\_\_\_\_

Meals & Ent. Business **ONLY** (100%) \_\_\_\_\_

Mileage or gas (Business) \_\_\_\_\_

Office Expenses \_\_\_\_\_

**Signature** \_\_\_\_\_

Parking & Fees \_\_\_\_\_

**Date** \_\_\_\_\_

Permits & Fees \_\_\_\_\_

**Title** \_\_\_\_\_