

BUSINESS INCOME & DEDUCTIONS - 2025

(NOTE ALL REQUIRED W-2'S AND 1099'S MUST BE ISSUED BY 02/02/2026)

BUSINESS NAME _____
BUSINESS ADDRESS _____
BUSINESS ACTIVITY _____ EMPLOYER ID# _____
DO YOU PRODUCE OR MANUFACTURE A PRODUCT? _____
ACCOUNTING METHOD USED: CASH ___ ACCRUAL ___ HYBRID ___
YEAR STARTED BUSINESS? _____ DO YOU HAVE EMPLOYEES? _____
DO YOU ACTIVELY PARTICIPATE AND HAVE A PROFIT MOTIVE? _____
NUMBER OF HOURS PER WEEK SPENT ON THIS ACTIVITY. _____

Did you conduct or have a business location within the City of Los Angeles? _____

If so, did you file the required City of L.A. Tax Registration Certificate (city business tax)? _____

***(PLEASE PROVIDE ALL 1099s, W- 2 & W- 3s, SALES, PERSONAL PROPERTY & PAYROLL TAX RETURNS - FINANCIAL STATEMENTS - INCOME STATEMENT & BALANCE SHEET)**

INCOME*:

GROSS RECEIPTS (provide all 1099-MISC and 1099-K) _____
OTHER INCOME _____
BEGINNING INVENTORY (as of 1/1/2025) _____
PURCHASES (FOR RESALE, net of personal items) _____
MATERIAL & SUPPLIES _____
ENDING INVENTORY (AS OF 12/31/2025) _____

EXPENSES* (see above – have you filed all required 1099's?):

Are all expenses listed ordinary and necessary to this business activity? _____

ADVERTISING _____ PRINTING _____
ACCOUNTING _____ PROMOTION _____
ANSR SRV/VOICEMAIL _____ RENT (Building) _____
BAD DEBTS _____ RENTAL EQUIPMENT _____
BANK CHARGES _____ REPAIRS: (General) _____
CELL PHONE EQUIPMENT _____ BUILDING _____
COMMISSIONS (1099'S)* _____ EQUIPMENT _____
(Other than salaries) _____ SOFTWARE _____
DUES & PUBLICATIONS _____ STORAGE _____
EMPLOYEE BENEFIT PLANS _____ SUPPLIES _____
PENSION & PROFIT SHARING _____
EDUCATION _____ TAXES: _____
FREIGHT _____ BUSINESS _____
GIFTS _____ CITY / COUNTY _____
INSURANCE - (Liability) _____ **PAYROLL*** _____
(Business / E & O, etc.) _____ OTHER _____
(Other than auto) _____ PROPERTY _____
INTEREST EXP (Mtg w/ F-1098) _____ **SALES*** _____
(Other) _____ TELEPHONE/MOBILE _____
LAUNDRY & CLEANING _____ TOOL _____
LEGAL & PROF. FEES _____ UTILITIES _____
LICENSE & PERMITS _____ UNIFORMS _____
OFFICE SUPPLIES _____ **WAGES PAID* (W-2/3)** _____
OFFICE EXPENSE _____ WEBSITE _____
ONLINE/INTERNET FEES _____ WORKERS COMP _____
OUTSIDE SERVICES (1099's?)* _____ OTHER EXP: _____
POSTAGE _____

***If you paid expenses or fees in excess of \$600 to an individual, you must issue a 1099 to that person**

EQUIPMENT: (2025 PURCHASES ONLY)

DESCRIPTION	DATE PURCHASED	NEW/USED	COST
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

ADDITIONAL INFO OR MISCELLANEOUS QUESTIONS: _____