

Business Name: _____

Day Care Provider

Business Expenses

Tax Year: 2011

You can deduct job necessary expenses on your income tax return. These are the ordinary and necessary “out-of-pocket” costs that relate directly to earning the wages that are taxable. To be deductible, these expenses must be both ordinary and necessary. An **ordinary expense** is one that is common and accepted in your field of business, trade, or profession. A **necessary expense** is one that is helpful and appropriate for your business, trade, or profession. An expense does not have to be indispensable to be considered necessary.

Ordinary Supplies	Amount	Income	Amount	Notes
Advertising		Dare Care Fees		
Books and Magazines		Number of Children		
Business Tax		Other Fees Charged		
Child Proofing Devices		Total Income		
Continuing Education (child Care)				
CPR Training		Equipment Purchased During the Year		
Food and Snacks		Daycare Furniture		
Insurance: Bond		Cell Phone, other Communication devices		
Insurance: Business		Outdoor Play Structure Equipment		
Insurance: Liability		Electronics		
Liscence and Permits		Appliances		
Payroll: Wages		Total Depreciable Equipment		
Payroll: Taxes				
Professional Fees: Legal		Business Use of Home		
Professional Fees: Tax Preparation		Total Square Feet of Home		
Repairs		Business Area of Home		
Replacements		Business Hours (Total for Year)		
Supplies: Art		Home Mortgage Interest		
Supplies: Bottles, Formjlas, Diapers		Property Taxes		
Supplies: Cleaning		Rent		
Supplies: Household		Allocated Expenses (Subject to Percentage of Business Use)		
Supplies: Laundry		Cleaning Service		
Supplies: Office		Gardner		
Supplies: Party		Maintenance & Supplies		
Telephone: Pager		Repairs		
Tickets, Fees, etc -Field Trips		Utilities, Cable		
Toys		Utilities, Gas & Electric		
Video Rentals		Utilities, Trash		
other: _____		Utilities, Water		
other: _____		Other: _____		
Total		Other: _____		
		Total	Total	
Vehicle & Travel				
Total Miles for Year				
Business Miles for Year				
Gas and Oil				
Repairs				
Insurance				
Misc				
Registration				
Lease Payments				
Finace Charges				
Other: _____				
Total				

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