



Merrigan & Merrigan  
**SCHEDULE C (Business Profit & Loss)**

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**Gross Income** *(Please provide us with any 1099s you received)* \$ \_\_\_\_\_

**Returns/Allowances** \$ \_\_\_\_\_

**Cost of Materials** \$ \_\_\_\_\_

**Advertising/Websites/Marketing** \$ \_\_\_\_\_

**Software** *(typically for payroll, bookkeeping, etc.)* \$ \_\_\_\_\_

**Contract Labor** *(sub-contractors/independent contractors paid on 1099)* \$ \_\_\_\_\_

**Wages** *(employees paid on W-2)* \$ \_\_\_\_\_

**Employee Benefit Plans** \$ \_\_\_\_\_

**Insurance** *(other than health)* \$ \_\_\_\_\_

**Credit Card Processing Fees** \$ \_\_\_\_\_

**Shipping and Postage** \$ \_\_\_\_\_

**Interest paid to financial institutions** \$ \_\_\_\_\_

**Other Interest** *(credit cards/financing equipment, etc.)* \$ \_\_\_\_\_

**Legal and professional expenses** *(we will apportion a part of our tax prep fee)* \$ \_\_\_\_\_

**Office Expenses** \$ \_\_\_\_\_

**Rent or Lease of Machinery and Equipment** \$ \_\_\_\_\_

**Rent or Lease of other business property** *(Office/Storage, etc.)* \$ \_\_\_\_\_

**Repairs and Maintenance** \$ \_\_\_\_\_

**Office Supplies** \$ \_\_\_\_\_

**Business Meals** \$ \_\_\_\_\_

**Subscriptions/Periodicals** \$ \_\_\_\_\_

**Memberships/Trade Groups** \$ \_\_\_\_\_

**Travel:**

|             |    |       |
|-------------|----|-------|
| Hotels      | \$ | _____ |
| Rental Cars | \$ | _____ |
| Flights     | \$ | _____ |
| Conferences | \$ | _____ |

**Utilities:**

|                    |    |       |          |       |                       |
|--------------------|----|-------|----------|-------|-----------------------|
| Cell Phone         | \$ | _____ | /month x | _____ | % business allocation |
| Internet           | \$ | _____ | /month x | _____ | % business allocation |
| Office Electricity | \$ | _____ |          |       |                       |
| Office Heat        | \$ | _____ |          |       |                       |
| Office Water/Sewer | \$ | _____ |          |       |                       |

*If you have an office in home please provide:*

**Square footage of space exclusively used for business:** \_\_\_\_\_

**Total square footage of your home:** \_\_\_\_\_





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**SCHEDULE C (Car & Truck Expenses)**

*Please use a separate sheet for each business vehicle*

**Total Miles:** \_\_\_\_\_ (the average person drives about 12,000/year).

**Personal Miles:** \_\_\_\_\_

**Commuting Miles:** \_\_\_\_\_

**Business Miles:** \_\_\_\_\_

**Tolls:** \$ \_\_\_\_\_

**Parking:** \$ \_\_\_\_\_

**Excise Tax:** \$ \_\_\_\_\_

**Make, Model and Year for Vehicle Used for Business** \_\_\_\_\_

*\*The above information is always required if you claim car/truck expenses. It is relevant to claiming the standard mileage deduction AND actual vehicle expense deduction\**

*In 2022, The standard mileage rate for the first half of the year was **58.5 cents/mile**. The second half increased to **62.5 cents/mile**. Please let us know if your mileage was not evenly distributed throughout the year. If you know the exact number of miles for each half of the year, please indicate that below in the notes.*

***IF YOU ARE CLAIMING ACTUAL VEHICLE EXPENSES, PLEASE ALSO PROVIDE:***

**Car Insurance \$** \_\_\_\_\_

**Gas \$** \_\_\_\_\_

**Repairs/Oil Changes/Tires \$** \_\_\_\_\_

**Supplies (Scrappers/Phone Accessories, Jumper Cables, etc.) \$** \_\_\_\_\_

**Excise Tax \$** \_\_\_\_\_

**Registration \$** \_\_\_\_\_

**Stickers \$** \_\_\_\_\_

**Car Loan Interest \$** \_\_\_\_\_

**Monthly Lease Payment (if applicable) \$** \_\_\_\_\_

**AAA \$** \_\_\_\_\_

**Car Washes \$** \_\_\_\_\_

**Other Car Expenses (Subscriptions/Warranties, Sirius, etc.) \$** \_\_\_\_\_

*If you bought any new vehicles, please provide us with the bill of sale from your purchase.*

**Notes or questions to preparer:**

