

2011 CORPORATION/PARTNERSHIP INCOME & EXPENSES

Business Name: _____ EIN: _____

C/O Name: _____ C/O Name: _____
 Business Address: _____ Mailing Address: _____
 City/State/Zip: _____ City/State/Zip: _____

Business Activity _____ Product/Service _____ Accounting Method Cash Accrual Other
 Inventory Method: Cost Lower of cost/mkt Other

Did you make an election to be taxed as a Subchapter "S" Corporation? Yes No If "yes," please provide effective date of election: ____/____/____

Did the corporation/partnership make any payments in 2011 that would require it to file Form(s) 1099? Yes No

REVENUE	COST OF GOODS SOLD
Gross Receipts or Sales	Inventory as of 01/01/2011 (At Cost)
Returns & Allowances	Merchandise Purchased
Dividends	Materials & Supplies
Interest	Cost of Labor
Gross Rents	Officer(s) Compensation
Gross Royalties	Other Costs
Other Income	Inventory as of 12/31/2011 (At Cost)

EXPENSES	
Accounting Fees	Rent
Advertising	Repairs & Maintenance
Bank Service Charges	Small Tools & Equipment
Cleaning	Software Purchases
Commissions	Taxes - FUTA <i>*Incl. Form 940</i>
Dues & Publications	Taxes - SUTA <i>*Incl. 1st-4th qtr. '11 Forms 1017 & 1020</i>
Entertainment	Taxes - Medicare <i>*Inc. 1st-4th qtr. '11 Form 941</i>
Gifts & Promotions	Taxes - Social Security <i>*Inc. 1st-4th qtr. '11 Form 941</i>
Insurance - Auto	Taxes - Personal Property
Insurance - Health (Officer Only)	Taxes - Real Estate
Insurance - Health (Other)	Taxes - Sales
Insurance - Other	Telephone Expense
Internet Fees	Travel Expense
Interest Expense	Utilities
Legal Fees* (See Below)	Other:
License & Fees	_____
Linen	_____
Meals	_____
Office Expense	_____
Postage & Freight	_____
Printing	_____

AUTO				
	VEHICLE 1	VEHICLE 2	VEHICLE 3	VEHICLE 4
Date Placed in Service	____/____/____	____/____/____	____/____/____	____/____/____
Mileage:				
- Total Miles	# _____	# _____	# _____	# _____
- Business Miles	# _____	# _____	# _____	# _____
Actual Expenses:				
Base Price-Trade In+Sales Tax	\$ _____	\$ _____	\$ _____	\$ _____
Car Wash	\$ _____	\$ _____	\$ _____	\$ _____
Gasoline	\$ _____	\$ _____	\$ _____	\$ _____
Insurance	\$ _____	\$ _____	\$ _____	\$ _____
Interest	\$ _____	\$ _____	\$ _____	\$ _____
Lease Payments	\$ _____	\$ _____	\$ _____	\$ _____
Oil Changes	\$ _____	\$ _____	\$ _____	\$ _____
Parking Fees/Tools	\$ _____	\$ _____	\$ _____	\$ _____
Registration	\$ _____	\$ _____	\$ _____	\$ _____
Repairs & Maintenance	\$ _____	\$ _____	\$ _____	\$ _____
Tires	\$ _____	\$ _____	\$ _____	\$ _____

IF YOU PAID AN ATTORNEY ANY MONEY IN 2011, YOU MUST ISSUE 1099

Attorney Name: _____ SSN/EIN: _____
 Address 1: _____ Address 2: _____
 City: _____ State: _____ Zip: _____

2011 CORPORATION/PARTNERSHIP BALANCE SHEET

BANK BALANCE(S)

Account Name: _____	
Type of Account: _____	
Balance as of 01/01/2011: \$ _____	
Balance as of 12/31/2011: \$ _____	
Account Name: _____	
Type of Account: _____	
Balance as of 01/01/2011: \$ _____	
Balance as of 12/31/2011: \$ _____	
Account Name: _____	
Type of Account: _____	
Balance as of 01/01/2011: \$ _____	
Balance as of 12/31/2011: \$ _____	

NEW EQUIPMENT PURCHASES

DATE	DESCRIPTION	COST
1. / /	_____	\$ _____
2. / /	_____	\$ _____
3. / /	_____	\$ _____
4. / /	_____	\$ _____
5. / /	_____	\$ _____
6. / /	_____	\$ _____
7. / /	_____	\$ _____
8. / /	_____	\$ _____
9. / /	_____	\$ _____
10. / /	_____	\$ _____

FEDERAL ESTIMATED TAX PAYMENTS

	FEDERAL	STATE
Balance as of 01/01/2011: \$ _____		
Balance as of 12/31/2011: \$ _____		
Account Name: _____		
Type of Account: _____		
Balance as of 01/01/2011: \$ _____		
Balance as of 12/31/2011: \$ _____		
1ST QTR 2011 (DUE 04/18/2011)	\$ _____	\$ _____
2ND QTR 2011 (DUE 06/15/2011)	\$ _____	\$ _____
3RD QTR 2011 (DUE 09/15/2011)	\$ _____	\$ _____
4TH QTR 2011 (DUE 01/17/2012)	\$ _____	\$ _____

OVERPAYMENT(S)

Balance as of 01/01/2011: \$ _____	
Balance as of 12/31/2011: \$ _____	
2010 OVERPAYMENT APPLIED TO 2011	\$ _____
2010 OVERPAYMENT APPLIED TO 2011	\$ _____

BUSINESS LOAN BALANCE(S)

Check with financial institution, if necessary

Type of Loan: _____	
Balance as of 12/31/2011: \$ _____	
Interest Paid in 2011: \$ _____	
Type of Loan: _____	
Balance as of 12/31/2011: \$ _____	
Interest Paid in 2011: \$ _____	
Type of Loan: _____	
Balance as of 12/31/2011: \$ _____	
Interest Paid in 2011: \$ _____	
Type of Loan: _____	
Balance as of 12/31/2011: \$ _____	
Interest Paid in 2011: \$ _____	
Type of Loan: _____	
Balance as of 12/31/2011: \$ _____	
Interest Paid in 2011: \$ _____	

PERSONAL LOAN(S) TO COMPANY

DATE	NAME	AMOUNT
1. / /	_____	\$ _____
2. / /	_____	\$ _____
3. / /	_____	\$ _____
4. / /	_____	\$ _____
5. / /	_____	\$ _____
6. / /	_____	\$ _____
7. / /	_____	\$ _____
8. / /	_____	\$ _____
9. / /	_____	\$ _____
10. / /	_____	\$ _____

COMPANY LOAN PAYBACK

DATE	NAME	AMOUNT
1. / /	_____	\$ _____
2. / /	_____	\$ _____
3. / /	_____	\$ _____
4. / /	_____	\$ _____
5. / /	_____	\$ _____
6. / /	_____	\$ _____
7. / /	_____	\$ _____
8. / /	_____	\$ _____
9. / /	_____	\$ _____
10. / /	_____	\$ _____

AUTO LOAN BALANCE(S)

Check with financial institution, if necessary

Type of Loan: _____	
Balance as of 12/31/2011: \$ _____	
Interest Paid in 2011: \$ _____	
Type of Loan: _____	
Balance as of 12/31/2011: \$ _____	
Interest Paid in 2011: \$ _____	
Type of Loan: _____	
Balance as of 12/31/2011: \$ _____	
Interest Paid in 2011: \$ _____	
Type of Loan: _____	
Balance as of 12/31/2011: \$ _____	
Interest Paid in 2011: \$ _____	

NOTES (IF ANY):

INVENTORY

Balance as of 01/01/2011: \$ _____	
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Balance as of 12/31/2011:

\$

