

Day Care Provider

Client's Name: _____

Tax Year: 20_____

The purpose of this worksheet is to help you organize your tax deductible business expense. In order for an expense to be deductible, it must be considered an "ordinary and necessary" expense. You may include other applicable expenses. Do not include expenses for which you have been reimbursed, expect to be reimbursed, or are reimbursable.

Income	
1099-Misc:	
1099-Misc:	
1099-Misc:	
1099-Misc:	
Other Income	
Total Income	
Ordinary Supplies	
Advertising	
Books & Magazines	
Business Tax	
Child Proofing Devices	
Continuing Education (child care)	
CPR Training	
Food & Snacks	
Insurance: Bond	
Insurance: Business	
Insurance: Liability	
Licenses & Permits	
Payroll: Wages	
Payroll: Taxes	
Professional Fees: Legal	
Professional Fees: Tax Preparation	
Repairs	
Replacements	
Supplies: Arts	
Supplies: Bottles/Formula/Diapers	
Supplies: Cleaning	
Supplies: Household	
Supplies: Laundry	
Supplies: Office	
Supplies: Party	
Telephone: Cell	
Telephone: House	
Tickets/Fees: Field Trips	

Major Purchases	
Car Seats	
Cribs	
High Chairs	
Riding Equipment	
Swing Sets/Slides	
Other: _____	
Other: _____	
Purchases (Subject to Percentage of Business Use)	
Computer Equipment	
Dishwasher	
Dryer	
Fencing	
Refrigerator	
Television	
VCR/DVD/Blue-ray Player	
Washer	
Other: _____	
Other: _____	
Business Use of Home	
Total Square Feet of Home	
Business Area of Home	
Business Hours (Total for Year)	
Home Mortgage Interest	
Property Taxes	
Rents	
Allocated Expenses (Subject to Percentage of Business Use)	
Cleaning Service	
Gardener	
Maintenance & Repairs	
Pool Service & Supplies	
Utilities: Cable	
Utilities: Gas & Electric	
Utilities: Trash & Water	

The IRS/FTB requires that the taxpayer(s) be advised that it is their individual responsibility to keep or maintain actual receipts and completed personal checks used for the acquisition of any item or services expensed on their individual income tax return. While Del Valle Tax Services does not require to view these receipts/invoices/checks, it will be necessary to produce these receipts if audited or questioned by the IRS/FTB to prove the expenses.

Signature: _____

Date: _____

