

THE TAX SHACK, INC

CHECKLIST FOR DAYCARE PROVIDERS

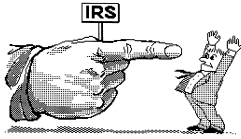
BUSINESS NAME:

ADDRESS:

TAXPAYER IDENTIFICATION NUMBER:

DESCRIPTION	AMOUNT	DESCRIPTION	AMOUNT
INCOME:		LICENSES/PERMITS	
FROM CLIENTS		OFFICE EPENSE/SUPPLIES	
DSHS		POSTAGE/FREIGHT	
FOOD PROGRAM		REPAIRS/MAINTENANCE -	
OTHER		BUILDING	
		EQUIPMENT	
EXPENSES:		SUPPLIES -	
ADVERTISING		PAPER PRODUCTS	
BANK CHARGES		VIDEOS, BOOKS, ETC	
CASUAL LABOR		TOYS	
CONTRACT LABOR (Did you 1099?)		TAXES -	
DUES & SUBSCRIPTIONS		BUSINESS	
EDUCATION & TRAINING		EMPLOYER	
EDUCATION FOR THE KIDS -		TELEPHONE -	
PRE-SCHOOL		OFFICE PHONE	
BIBLE SCHOOL		CELLULAR SERVICE	
ENTERTAINMENT -		TRAVEL EXPENSE	
FIELD TRIPS		WAGES TO EMPLOYEES	
PARTIES		OTHER MISCELLANEOUS	
FOOD EXPENSE			
INSURANCE -		LIST DEPRECIABLES SEPARATELY	
SELF-EMPLOYED HEALTH INS		PLAYGROUND EQUIPMENT	
BUSINESS INSURANCE		FURNITURE	
INTEREST PAID		APPLIANCES	
INTERNET -		OFFICE EQUIPMENT	
WEBSITE MAINTENANCE		OTHER DEPRECIABLES	
INTERNET SVC PROVIDER			
LAUNDRY/CLEANING SUPPLIES			
LEGAL/PROFESSIONAL EXPENSE			

SEE VEHICLES & HOME OFFICE ON BACK



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Partnerships and Corporations have different rules with regards to things like vehicle usage, home office space, health insurance, out-of-pocket expenses, draws/distributions, and more. If you are one of these entity types, we will want to discuss these topics with you to make sure they are properly handled in your business.

VEHICLE EXPENSES	AMOUNT	HOME OFFICE EXPENSE	AMOUNT
VEHICLE 1:		IN-SERVICE DATE	
YEAR/MAKE/MODEL		SQUARE FEET OF HOUSE	
PURCHASE/IN-SERVICE DATE		SQUARE FEET FOR DAYCARE	
PURCHASE PRICE		# OF DAYS USED	
YEARLY MILEAGE		HOURS PER DAY USED	
BUSINESS MILEAGE		MONTHLY RENT	
COMMUTING MILEAGE		MORTGAGE INTEREST	
FUEL		PROPERTY TAXES	
MAINTENANCE		INSURANCE	
REPAIRS		UTILITIES -	
INSURANCE		ELECTRIC	
REGISTRATION/TABS		GAS	
PARKING/TOLLS/FERRIES		WATER/SEWER	
INTEREST ON AUTO LOAN		GARBAGE	
		CABLE	
VEHICLE 2:		REPAIRS/MAINTENANCE	
YEAR/MAKE/MODEL			
PURCHASE/IN-SERVICE DATE		IN-SERVICE DEPRECIATION:	
PURCHASE PRICE		ORIGINAL COST OF HOUSE	
YEARLY MILEAGE		COST OF UPGRADES	
BUSINESS MILEAGE		CURRENT VALUE	
COMMUTING MILEAGE			
FUEL		ADDITIONAL DEPRECIATION:	
MAINTENANCE		TYPE OF UPGRADE	
REPAIRS		IN-SERVICE DATE	
INSURANCE		COST OF UPGRADE	
REGISTRATION/TABS			
PARKING/TOLLS/FERRIES			
INTEREST ON AUTO LOAN			