

## Hoffman and Company Business Income and Expense Tax Record

### Income

Sales/Earnings	\$
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### Direct Expenses

Beginning Inventory	\$
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Ending Inventory	\$
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Product Purchased	\$
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Materials	\$
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Supplies	\$
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Cost of Labor	\$
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### Indirect Expenses

Advertising	\$
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Auto	\$
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Cleaning	\$
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Computer	\$
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Dues/Subscriptions	\$
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Education/Training	\$
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Equipment	\$
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Gifts/Promotional Items	\$
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Insurance Premiums	\$
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Interest	\$
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Internet	\$
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Legal/Professional Fees	\$
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Marketing	\$
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Meals/Entertainment	\$
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Office Expense	\$
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Payroll Processing	\$
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Permits/Fees	\$
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Phone	\$
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Printing/Postage	\$
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Repairs/Maintenance	\$
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Rent	\$
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Supplies	\$
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Taxes/Licenses	\$
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Tools	\$
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Travel/Transportation	\$
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Uniforms	\$
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Waste Removal	\$
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### Other Expenses

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