



NSO

and Company, Inc. 8950 Fitness Lane, Fishers, IN 46038 317-588-3131

SPECIALIZING IN SMALL BUSINESSES AND INDIVIDUAL TAXES

Information Worksheet

| | |
|------------------------------------|--------------------------------|
| _____ Advertising | _____ Giveaways |
| _____ Insurance on Inventory | _____ Postage & Shipping |
| _____ Loan or Credit card Interest | _____ Software |
| _____ Legal & Professional fees | _____ Training/Conference fees |
| _____ Supplies | _____ Cell phone |
| _____ Merchant fees | _____ I-pad/Computer purchase |
| _____ Travel Expenses | _____ Internet fees |
| _____ Meals & Entertainment | _____ Vendor Fees |
| _____ Bank charges/fees | _____ Refunds issued |
| _____ Business gifts | _____ Misc. (description) |
| _____ Donations/Fundraising | _____ |

Vehicle Expenses:

| | | |
|---------------------------|-------------------------------|--------------------|
| _____ Total Vehicle Miles | _____ Total Business Miles | |
| _____ Purchase Price | _____ Gas, Oil, Repairs, etc. | _____ Tags /Plates |
| _____ Lease Payments | _____ Interest on Loan | _____ Insurance |

Office in Home

| | |
|-------------------------------|--------------------------------|
| _____ Utilities | _____ Insurance |
| _____ Real Estate taxes | _____ Repairs & Maintenance |
| _____ Rent for renters | _____ Mortgage Interest |
| _____ Sq. ft. of Home or Apt. | _____ Sq. ft. of office space |
| _____ Cost of Home (optional) | _____ Purchase Date (optional) |