



Professional Services

Monthly Accounting, Taxes and Payroll

Betty Smith
IRS Certified Tax Preparer

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Schedule C – Small Business Revenue and Expense Worksheet

Income	
Advertising	
Dues & Subscriptions	
Fuel	
Insurance	
Material/Supplies (other than office supplies)	
Meals & Entertainment	
Office Supplies	
Outside Services	
Professional Fees	
Repairs	
Telephone and Internet	
Training/Education	
Uniforms – Work clothes	
Other business expenses (ex: loan interest)	
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If you are claiming business expenses and have paid over \$600 to a non-corporate entity or individual you will need to file 1099's by January 31, 2024. If Professional Services is issuing the 1099's on your behalf the information should be to the office no later than January 10, 2024