



## BUSINESS BUDGET ITEMS TO CONSIDER

### NON-TAX DEDUCTIBLES FOR BIZ:

- 1) Tithe / Giving
  - a. Tithe to Church
  - b. Planned Giving
- 2) Reserves
  - a. Business Reserves
- 3) Taxes
  - a. IRS Estimated Tax Payments (*paid quarterly*)
  - b. State Estimated Tax Payments (*paid quarterly*)
- 4) Other
  - a. Spendable Income Draw (*owner draw*)

### SCHEDULE C EXPENSES:

- 1) Advertising/Marketing
  - a. Newsletters
  - b. Online/Print Ads
  - c. Miscellaneous
- 2) Car & Truck Expenses
  - a. Parking Fees & Tolls
  - b. Personal Property Tax
- 3) Contract Labor (*independent contractors*)
  - a. Contractor #1
- 4) Insurance
  - a. Business Liability
  - b. Worker's Comp (*for employees*)
- 5) Legal & Professional Services
  - a. Accounting (*including tax preparation*)
  - b. Legal
- 6) Office
  - a. Postage/Deliveries

(Continued On Page 2)



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- 7) Rent or Lease
  - a. Office Space/Warehouse Rental
  - b. Machinery/Equipment Rental
  
- 8) Repairs & Maintenance
  - a. Computer/Equipment Repairs
  - b. Locksmith
  
- 9) Supplies
  - a. Office Supplies
  - b. Software
  - c. Materials
  - d. Equipment (*short-term, non-depreciated items*)
  
- 10) Taxes & Licenses
  - a. Industry Licensure (*renewals, etc.*)
  - b. FICA (*on employees' wages*)
  - c. State Unemployment Insurance (*EDD*)
  
- 11) Travel
  - a. Hotels/Lodging
  - b. Airfare
  - c. Car Rental/Taxi/Bus/Train
  
- 12) Meals & Entertainment
  - a. Meals
  - b. Entertainment
  
- 13) Utilities
  - a. Office Phone
  - b. Cell Phone (*often part personal, part business*)
  - c. Internet Service Provider
  - d. Other Utilities (*office related*)
  
- 14) Wages (*employee pay*)
  - a. Employee #1

*(Continued On Page 3)*



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**OTHER EXPENSES (SCHEDULE C PAGE 2):**

- 1) Subscriptions/Dues/Memberships
  - a. Email Marketing
  - b. Remote Web Access
  - c. Industry Publications
  
- 2) Client Gifts
  - a. Clients
  - b. Associates
  
- 3) Education
  - a. Continuing Education
  
- 4) Website Costs
  - a. Website Host/Templates
  - b. Domain Registration
  
- 5) Payroll Fees
  - a. Payroll Company
  
- 6) Home Office (*direct expenses*)
  - a. Repairs/Maintenance