

SAMPLE COMPANY EXPENSES

Advertising	_____
Automobile Expense	_____
Auto Miles Business	_____
Bank Charges	_____
Cell Phone/Telephone/Internet	_____
Computer	_____
Day Labor	_____
Dues and Subscriptions	_____
Education	_____
Entertainment	_____
Equipment	_____
Dues & Memberships	_____
Insurance	_____
Meals & Entertainment	_____
Office Supplies	_____
Officer Salary	_____
Payroll Taxes	_____
Postage/Delivery	_____
Professional Fees	_____
Retirement Expense	_____
Supplies	_____
Travel	_____

Upon completing this form it is the responsibility of the client to retain all supporting documentation related to the above income and expenses