

WORKSHEET FOR DIRECT SELLERS

In order for us to maximize your deductions, please complete this worksheet

Client Name _____ Tax Year _____

Principal Business/Products Sold: _____

Business Name & Address (if different than residence): _____

Date Business Started (if started this year) _____

PART 1 - Inventory (at your cost)	
Inventory at Beginning of the Year (Should match last year's ending inventory)	
Total Purchases During the Year	
Purchase Returns & Allowances	
Cost of Items Taken for Personal Use	
Cost of Inventory Sale at Year-End	

PART 4 - Vehicle Information	
Vehicle Description:	
Fill out Business Auto Usage Form	

PART 2 - Income (Attach Any Forms 1099s Received)	
Advertising (Posters, Yellow Pages, Booth Rental, Retail Display Products)	
Bad Debts (Only if Sale is Included in Sales)	
Bank Service Charges	
Classes, Workshops & Seminars	
Commissions Paid	
Demonstrators (Not for Sale)	
Hostess Gifts, Flowers*	
Interest on Business Loans	
Magazines, Books, Tapes, Educational Aids	
Meals & Entertainment	
Meeting Room Rental Fee	
Membership Fees	
Office Supplies	
Other Gifts (List Recipients & Amounts)*	
Postage	
Prizes Given to Customers & Other Direct Sellers	
Product Replacement Insurance	
Professional Fees (Legal, Tax Prep, Acct)	
Salaries	
Sales Aids From the Direct Selling Company	
Start-Up Kit (If Started this Year)	
Telephone (Business Use Only)	
Travel for Business Trips	
Other Expenses (Attach Detail)	

PART 5 - Home Office Expenses (must meet certain tests to deduct)	
Mortgage Interest	
Property Taxes	
Utilities (not listed in Part 3)	
Repairs & Maintenance	
Homeowner's Insurance	
Other:	
Other:	

Part 6 - Businesses Assets Purchased During the Year (such as car, computer, desk, etc)		
Description	Cost	Date Acquired

Part 7 - Other Information

* Only include cost of products if their cost is not included in "Purchases" in Part 1

THE ABOVE EXPENSES ARE ORDINARY & NECESSARY IN MY LINE OF WORK A SELF-EMPLOYED PERSON

I DECLARE THIS TO BE A TRUE, COMPLETE AND CORRECT DOCUMENT

TAXPAYER'S SIGNATURE: _____

DATE _____