

# TRUCKER'S INCOME & EXPENSE WORKSHEET

YEAR \_\_\_\_\_

NAME \_\_\_\_\_ Federal ID # \_\_\_\_\_

NAME OF BUSINESS \_\_\_\_\_

ADDRESS OF BUSINESS \_\_\_\_\_

How many months was this business in operation during the year? 12 Months  OR From \_\_\_\_\_ Through \_\_\_\_\_

How many hours during the year did you and/or your spouse devote to this business? FULL TIME  OR # of hours \_\_\_\_\_

Is any portion of your investment in this business *not* subject to payback by you? YES  NO

## ▼ BUSINESS INCOME ▼

LINEHAUL TRUCKING		<b>1099 – MISC.</b> Bring in ALL 1099s received.  Do your records agree with the amount reported? YES <input type="checkbox"/> NO <input type="checkbox"/>  Did you receive \$10,000.00 in actual cash from any individual at any one time— <i>or in accumulated amounts</i> —during this tax year?
FUEL SURCHARGE		
PICKUP AND DELIVERY		
TRUCK RENTAL FEES		
OTHER INCOME		

## ▼ Sales of Equipment, Machinery, Land, Buildings Held for Business Use ▼

Kind of Property	Date Acquired	Date Sold	Gross Sales Price	Expenses of Sale	Original Cost

## ▼ CAR and TRUCK EXPENSES (personal vehicle) ▼

	VEHICLE 1	VEHICLE 2
Year and Make of Vehicle		
Date Purchased (month, date and year)		
Ending Odometer Reading (December 31)		
Beginning Odometer Reading (January 1)	—	—
Total Miles Driven (End Odo – Begin Odo)		
Total Business Miles (do you have another vehicle?)		
Total Commuting Miles		
Parking Fees and Tolls		
License Plates		
Interest		
<i>Continue only if you take actual expense (must use actual expense if you lease)</i>		
Gas, oil, lube, repairs, tires, batteries, insurance, supplies, wash, wax, etc.		
Lease Costs		

✓ **BUSINESS MILES** (examples)

\_\_\_\_ Job seeking miles

\_\_\_\_ Out-of-town business

\_\_\_\_ Bank trips

\_\_\_\_ Business meetings

\_\_\_\_ Other temp. locations

\_\_\_\_ Other

✓ **COMMUTING MILES**

\_\_\_\_ To truck or business location

Mfg. gross vehicle weight (check one):

\_\_\_\_ 6000 lbs. or less

\_\_\_\_ Over 6000 lbs.

## TRUCKER'S EXPENSES (continued)

<p><b>ADVERTISING/PROMOTION:</b> Ads, business cards, greeting cards, etc.</p> <p>◇ <b>COMMISSIONS &amp; FEES PAID:</b> Lumper/Helper</p> <p><b>EMPLOYEE BENEFITS:</b> Health Insurance, company party, mileage reimbursements, etc.</p> <p><b>FUEL:</b>           Tractor fuel                       Reefer fuel</p> <p><b>INSURANCE:</b> Worker's comp, business liability, truck Insurance, etc.</p> <p><b>INTEREST:</b>       <b>Mortgage</b> (business bldg.):                       Paid to financial institution                       Paid to individual</p> <p><b>OTHER INTEREST:</b>                       Truck loans                       Equipment loans                       Business only credit card</p> <p>◇ <b>LEGAL &amp; PROFESSIONAL:</b> Attorney fees for business, accounting fees, bonds, permits, etc.</p> <p><b>OFFICE EXPENSE:</b> postage, stationery, office supplies, bank charges, pens, faxes, etc.</p> <p><b>PENSION/PROFIT SHARING:</b> Employees only</p> <p>◇ <b>RENT/LEASE:</b>   Truck lease                           Machinery and equipment                           Other bus. property, locker fees</p> <p>◇ <b>REPAIRS &amp; MAINTENANCE:</b> Truck, equipment, etc.</p> <p><b>SUPPLIES:</b>       Maps, safety supplies                           Small tools</p> <p><b>TAXES:</b>         Tolls and scale fees                       Licenses and permits                       Fuel taxes                       Highway use taxes                       Real estate of business building &amp; land                       Payroll</p> <p><b>TRAVEL</b> (number of nights away): City_____ Nights out_____ City_____ Nights out_____ City_____ Nights out_____ City_____ Nights out_____ City_____ Nights out_____ City_____ Nights out_____</p>	<p><b>EXPENSES (AWAY FROM HOME OVERNIGHT):</b> Lodging Meals &amp; tips (keep total separate from other costs) Other (incidentals, laundry, etc.) Convention fees Airplane or train fares Auto rental, taxis or bus fares</p> <p><b>MEALS &amp; ENTERTAINMENT:</b> Business meals Gifts (limited to \$25 per individual or couple) Tickets Tickets to qualified charitable events</p> <p><b>UTILITIES &amp; TELEPHONE:</b> Electricity (business) Natural gas/heating fuel (business) Garbage, water, sewer (business) Telephone (bus. line, second line, other options) Business long distance (from home telephone) Fax transmissions, paging svcs, cellular svcs</p> <p><b>WAGES:</b>         (bring your copy of W-2s/941s if they have been filed) Wages to spouse (subject to Soc.Sec. and Medicare tax) Children under 18 (not subject to Soc.Sec. and Medicare tax) Other</p> <p><b>OTHER EXPENSES</b> (not listed elsewhere): Bank charges Dues &amp; Publications (assn/union dues) Education Job Related Testing Loading/unloading Road services Tires and tubes Uniforms and cleaning Washing and cleaning Other</p>
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## EQUIPMENT PURCHASED

*Radio, pager, cellular phone, answering machine, other...*

Item Purchased	Date Purchased	Cost (including sales tax)	Item Traded	Additional Cash Paid	Traded with Related Property	Other Information

◇ 1099s: Amounts of \$600.00 or more paid to individuals (not corporations) for rent, interest, or services rendered to you in your business, require information returns to be filed by payer.

Due date of return is January 31. Nonfiling penalty can be \$150 per recipient. If recipient does not furnish you with his/her Social Security Number, you are required to withhold 31% of the payment(s).

Name	Address	Social Security #	Amount	Purpose of Payment

W-9s (Request for Payee's Social Security #) are available.

## Truck Driver Tax Deductions

<b>Cleaning Supplies</b>		<b>Misc. Supplies</b>		<b>Misc. Supplies</b>	
Air Freshener		Alarm Clock		Thermos Bottle_	
Armour-All		Fly Swatter		First Aid Supplies	
Broom & Dustpan		Bedding		<b>Clothing</b>	
Hand Cleaner		Cab Curtains		Hangers	
Paper Towels		Coffee maker		Laundry Bag	
Portable Vacuum		Lap desk		Laundry Soap	
Trash Bags		Refrigerator		Uniforms	
Window Cleaner		Tupperware/storage bins		Uniform Alterations	
<b>Electronics</b>		<b>Electronics</b>		<b>Office Supplies</b>	
Antenna		Sirius/XM Radio Fees		Atlas	
Atlas		Sirius/XM Radio		Briefcase	
CB Radio		Cigarette Plugs		Calculator	
CB Repair		Circuit Tester		Clipboard	
Cellular phone		<b>Protective Clothing</b>		Liquid Paper/White Out	
Cellular Headphone		Boots		Log books	
Cellular/Wireless fees		Hard Hat		Log book covers	
GPS Unit		Rain Gear		Maps	
GPS Map Updates		Safety Glasses		Notebook paper	
Power boosters		Thermal Underwear		Pens & Pencils	
Power Cords		Gloves		Stapler	
<b>Tractor Supplies</b>		<b>Fees</b>		<b>Transportation Expenses</b>	
Bunk Heaters & Fan		ATM fees		Air fare	
Cooler/Cooler motor		CDL Driver License		Bus fare	
Disinfectant		Check cashing fees		Cab fare	
De-Icer		Comcheck fees		Cab Fees	
Ice		Copy/Fax Fees		Hotels/Motels paid	
Map Lamp		CSA Score Fee		<b>Load Securement</b>	
Window screen		DOT Physical		Bunge Cords	
<b>Tools</b>		Drug Testing		Load Chains	
Buffer		Parking Fees		Load Bars	
Crowbar		Tolls		Load Straps	
Duct Tape		Weight Charges & Fees		Locks	
Electrical Tape		Hazmat Background Check		Wide Load Flags	
Flashlights		<b>Driver Hygiene</b>		<b>Other Information You May Need</b>	
Hammer		Ben Gay		Days out for Year (Per Logbook)	
Hand Cleaner		Showers		Auto mileage	
Pliers		Shower Shoes		Cleaning & Detailing	
Screwdrivers		Vaseline		Maintenance	
Tire Iron		Visine		Repairs	
Wrenches		Laundry		Parts	
Other Small Tools		Dry Cleaning		Finance charges	