

# WILLIAMS GLOBAL TAX SERVICE

## Side Business Form

Please use another form if you have an additional business.

Please Fully complete the Side Business Form to qualify for the lower preparation rate. This form can be handwritten or typed.

### PART 1: Property Description

Did you start this business this year? \*

### PART 2: Revenue

Revenue from Business   
 Income shown on 1099(s)   
 Other Income

### PART 3: Expenses

Refunds & Returns   
 Goods Purchased for Resale   
 Advertising   
 Commissions and Fees   
 Contract Labor   
 Insurance (other than health)   
 Mortgage Interest (Paid to Banks)   
 Other Interest   
 Legal/Professional Fees   
 Office Expenses   
 Vehicles or Machinery: Rent/Lease   
 Buildings: Rent/Lease   
 Repairs and Maintenance   
 Supplies   
 Taxes and Licenses   
 Travel   
 Business Meals   
 Utilities   
 Wages   
 Other:   
 Other:   
 Other:   
 Depreciation \*

Total Expenses

### PART 4: Car Expenses

Gas, Oil and Repairs Expenses (summarize)   
 Business Miles Driven (approx.)   
 Other Miles Driven (approx.)

### PART 5: New Asset Purchases \*\*

Machinery Purchased   
 Furniture Purchased   
 Vehicle Purchased   
 Other:

**PLEASE ENTER YOUR BUSINESS DETAILS BELOW**

*Business Name*

*EIN NUMBER (if any)*

*Business Entity*  
*LLC, Sole Prop., S-Corp, C-Corp, etc*

*Business Address (if separate location)*

\* Your Yearly Depreciation Expense will be calculated and added to your taxes

\*\* Enter the amount for any new asset purchase (i.e., machinery, furniture, vehicle)

**Please do not modify this form.**