

DAY CARE PROVIDER

INCOME				OPERATING EXPENSES			
Gross receipts from parents				Advertising			
Food program reimbursements				Bank fees and charges			
State program receipts				Child proofing devices			
Other income:				Education and training			
Other income:				Food and meals – for children			
BUSINESS ASSETS PURCHASED DURING THE YEAR				Food and meals – for employees			
Description	Date Acquired	Cost	Bus %	Insurance – liability			
				Insurance – other (not homeowners)			
				Legal and professional			
				Licenses and permits			
				Subscriptions			
BUSINESS USE OF HOME				Supplies – art, children’s activities			
Total area of home sq. ft.				Supplies – cleaning			
Area used regularly for business sq. ft.				Supplies – office			
Total hours area available for use for business during the year				Taxes – business			
				Taxes – payroll			
Direct expenses:				Telephone – other than home phone			
Repairs and maintenance				Tickets and fees – field trips			
Other:				Toys and games			
Indirect expenses:				Travel			
Cleaning services				Wages to employees			
Gardener				Other:			
Homeowners insurance				ADDITIONAL OPERATING EXPENSES			
Mortgage interest				Vehicle description			
Pool services and supplies				Date acquired			
Property Taxes				Cost			
Rent				Miles this year: business			
Repairs and maintenance				Commuting			
Utilities – electric, gas, water, cable, trash				Personal			
				Total			
Other:				Actual costs this year:			
Other:				Gasoline, oil, etc.			
Cost and value of home (complete if first year of business use)				Insurance			
				Lease payments			
Cost plus cost of improvements				Repairs/maintenance			
Value at time first used for business				Tires			
Value of land				Other:			