

TAX ORGANIZER- DIRECT SELLER

NAME: _____ TAX YEAR: _____
 PRINCIPAL BUSINESS/PRODUCT SOLD: _____
 BUSINESS NAME AND ADDRESS: _____
 DATE BUSINESS STARTED: _____

PART 1- INVENTORY (AT YOUR COST)				PART 7- DEDUCTIONS			
INVENTORY AT BEGINNING OF THE YEAR (SHOULD MATCH "COST OF INVENTORY FOR SALE AT YEAR-END" FROM LAST YEAR'S ORGANIZER)				ADVERTISING (POSTERS, YELLOW PAGES, BOOTH RENTAL, ETC.)			
TOTAL PURCHASES DURING THE YEAR				BAD DEBTS (UNCOLLECTED SALES IF INCLUDED IN "TOTAL RETAIL," ABOVE)			
PURCHASE RETURNS & ALLOWANCES				BANK SERVICE CHARGES			
COST OF ITEMS TAKEN FOR PERSONAL USE- DO NOT INCLUDE BUSINESS GIFTS				CLASSES, WORKSHOPS & SEMINARS			
COST OF INVENTORY FOR SALE AT YEAR-END				COMMISSIONS PAID			
PART 2- INCOME (ATTACH ANY 1099 FORMS)				DEMONSTRATORS (NOT FOR SALE)			
TOTAL RETAIL SALES				HOSTESS GIFTS, FLOWERS			
COMMISSIONS RECEIVED				INTEREST ON BUSINESS LOAN			
PRIZES WON				MAGAZINES, BOOKS, MOVIES, EDUCATIONAL AIDS			
OTHER INCOME (ATTACH DETAIL)				MEALS & ENTERTAINMENT			
PART 3- VEHICLE INFORMATION				MEETING ROOM RENTAL			
VEHICLE DESCRIPTION:				MEMBERSHIP FEES			
ODOMETER READING AT END OF YEAR				OFFICE SUPPLIES			
ODOMETER READING AT BEGINNING OF YEAR				OTHER GIFTS			
TOTAL MILES DRIVEN FOR THE YEAR				POSTAGE			
TOTAL MILES DRIVEN FOR DIRECT SELLING BUSINESS				PRIZES GIVE TO CUSTOMERS AND OTHER DIRECT SELLERS			
PART 4- CAR EXPENSES (ACTUAL COSTS FOR YEAR)				PRODUCT REPLACEMENT INSURANCE			
GAS				PROFESSIONAL FEES (LEGAL, TAX PREPARATION, ACCOUNTING, ETC.)			
INSURANCE				SALARIES			
REPAIRS & MAINTENANCE				SALES AIDS FROM THE DIRECT SELLING COMPANY			
LEASE PAYMENTS				START-UP KIT			
PARKING (BUSINESS-RELATED ONLY)				TELEPHONE (LONG DISTANCE FOR BUSINESS, COST OF SEPARATE LINE USED ONLY FOR BUSINESS, CELL PHONE, ETC)			
OTHER:				TRAVEL FOR BUSINESS TRIPS (AIRFARE, RENT CAR, HOTEL, MEALS, CABS, TIPS, LAUNDRY, ETC.)			
PART 5- HOME OFFICE EXPENSES				OTHER EXPENSES (ATTACH DETAILS)			
MORTGAGE INTEREST				*ONLY INCLUDE COST OF PRODUCTS IF THEIR COST IS NOT INCLUDED IN "PURCHASES" IN PART 1			
PROPERTY TAXES							
UTILITIES (NOT LISTED IN PART 3)				PART 8- OTHER INFORMATION			
REPAIRS & MAINTENANCE							
HOMEOWNER'S INSURANCE							
OTHER:							
PART 6- BUSINESS ASSETS PURCHASED DURING YEAR							
DESCRIPTION	DATE ACQUIRED	COST	% USED FOR BUSINESS PURPOSES				