WESTRA, TILLEMA & O'CONNOR, LLC
2011 TRUCKING BUSINESS TAX WORKSHEET

Business Name_____ Employer ID No. ____ –_____

Address_____

Filing of 1099 Forms: (Please request a worksheet to meet the filing requirements if needed by the **January 31, 2012** deadline)
Were payments made in 2011 that would require you to file Form(s) 1099? Yes____No____If yes, will all required Forms 1099 be filed? Yes____No____

A. INCOME Gross Revenue Received, Including Amounts Reported on Form 1099-MISC $_____

Other Business Income (List): _____ $_____

TOTAL INCOME ..... $_____

B. EXPENSES (Identify any interest or rent paid to a related-party individual or entity)

Advertising ..... $_____

Auto Expense using the standard mileage rate (enter miles):

Total **before 7/1**_____- personal_____= business_____x 51.0¢

Total **after 6/30** _____- personal_____= business_____x 55.5¢ = $_____

Contract Hauling (See Note 2 Below) ..... $_____

Employee Benefit Programs (Include Section 105 Medical) Total $_____ Less HI Tax Cr. $_____ = $_____

Insurance (Business & Trucks) ..... $_____

Interest Paid (See Note 2 Below) [a] Mortgage Interest Paid to Banks, etc. ..... $_____

[b] Other Interest Paid ..... $_____

Legal, Accounting, and Professional Services (See Note 2 Below) ..... $_____

Office Supplies and Postage ..... $_____

Pension and Profit-Sharing Plans ..... $_____

Rent or Lease (See Note 2 Below) [a] Vehicles, Machinery, and Equipment ..... $_____

[b] Other Business Property ..... $_____

Repairs and Maintenance ..... $_____

Supplies ..... $_____

Taxes and Licenses:

Licenses and Permits	$_____
Business Real Estate Tax	$_____
Personal Property Tax	$_____
Fuel Taxes Paid	$_____
FICA Tax (Employer's Share)	$_____
Unemployment Taxes	$_____
Other (List): _____	$_____
Total Taxes and Licenses	$_____

Travel (IRS requires a permanent log) ..... $_____

Utilities, Telephone and Internet Fees ..... $_____

Wages (See Note 1 Below) ..... $_____

Bank Charges ..... $_____

Dues and Publications ..... $_____

Fuel, Gas, and Oil ..... $_____

Laundry and Cleaning ..... $_____

Tolls Paid ..... $_____

Meals & Lodging are tax deductible only if you are away from home for a "period longer than an ordinary day's work that requires sleep." If you kept records of your expenses, then claim the greater of:

1. Actual Expenses while on overnight trips:

Meals (Limits involved)	$_____
Lodging	$_____
Other	$_____

or: 2. Per Diem Allowance:

_____ # of full days away from home @ $59 x 80%	$_____
_____ # of partial days @ $59 x 75% x 80%	$_____

$_____

Other (List): _____ $_____

_____ $_____

_____ $_____

_____ $_____

Total Expenses Before Depreciation ..... $_____

Depreciation ..... (please leave blank) $_____

Total Expenses Including Depreciation ..... $_____

Net Income = Office use only

SALES OF BUSINESS ASSETS: Please indicate (*) for sales to related parties.

Item Sold	Date Bought	Date Sold	Sales Price	Cost	A / D	G / L
			$_____	$_____	$_____	$_____
			$_____	$_____	$_____	$_____
			$_____	$_____	$_____	$_____

ASSETS PURCHASED:

Description of Item Purchased	New or Used	Date Bought	Cost, if no trade, or Cash Boot Paid	Description of Item Traded
			$_____	
			$_____	
			$_____	
			$_____	
			$_____	
			$_____	

(1) If you paid employees, see the attached worksheet and the **January 31, 2012** deadline for filing Forms W-2, 941, 944 and other reports.

(2) Please see the attached worksheet for Forms 1099 filing requirements and the **January 31, 2012** deadline.