

Day Care Provider Occupational Worksheet

Expenses:

- Advertising
- Art Supplies
- Board Games
- Bond Insurance
- Books and magazines
- Bottles, Formula, Diapers, etc.
- Business Cards
- Business Insurance
- Business Phone Line
- Business Tax
- Cell Phone
- Child Proof Devices
- Cleaning Supplies
- Computer Supplies, software, games, etc.
- Continuing Education
- CPR training
- Field Trips - tickets, fees, etc.
- Food and Snacks
- Household Supplies
- Laundry Supplies
- Legal Fees
- Liability Insurance
- License and Permits
- Office Supplies
- Payroll Wages
- Payroll Taxes
- Party Supplies
- Repairs and Maintenance
- Replacements
- Tax Preparation
- Toys
- Videos and Movies
- Video Games

Major Purchases:

- Car Seats
- Computer Equipment
- Cribs
- Dishwasher
- Dryer
- High Chairs
- Outdoor Fencing

- Refrigerator
- Swing set, slides, etc.
- TV
- VCR/DVD
- Washer

Business Use of Home:

- Total square feet of home
- Business Area of home
- Business hours (including set up and clean up)
- Home mortgage interest
- Property taxes
- Insurance
- Home Owners Association
- Rents
- Cleaning service
- Gardening
- Home maintenance and repairs
- Utilities: cable, gas, electric, water, trash

Vehicles and Mileage:

- Total Miles driven – odometer at beginning and end of year
- Business miles – Need mileage log to document date, where, why
- Total Commuting miles and average daily commute
- Need to separate documentation and costs by vehicle
- Optional – total actual costs of the vehicle
 - Purchase price or lease amounts paid
 - Interest
 - Gas and oil changes
 - Repairs and Maintenance
 - Tax, License, Registration, Smog
 - Insurance
 - Towing
 - Auto Club

NOTE: This is not a complete and comprehensive list. If you have something that is not listed here, or are not sure where it belongs, please consult your tax professional.