

COGS

Material _____
Inventory _____
Supplies (not office) _____

Office & Utilities

Rent/Mortgage _____
Utilities _____
Telephone, cell phone _____
Office Supplies _____

Personnel

Payroll _____
Payroll FICA _____
1099, contractors _____
Employee Benefits _____
Workers Comp. Ins. _____

Professional expenses

Professional _____
dues/subscriptions _____
Continuing Education _____

Professional Services

Attorney _____
Accountant _____
Tax professional _____

Vehicles & Equipment

Vehicle payments _____
Vehicle gas & oil _____
Vehicle maintenance _____
Equipment payments _____
Equipment gas & oil _____
Equipment payments _____

Travel & Meals

Travel _____
Meals & Entertainment _____

Other

Bank Fees _____
Advertising _____
Business Insurance _____

Unlisted Expenses:

