



Nations Tax Service, Inc.

"Dedicated to Providing Cost-Effective Business Solutions"

Business Tax Organizer

Income	_____			
Accounting (Tax Prep)	_____	Meals/Entertainment (only 50% of this number is tax deductible)	_____	Other (_____) _____
Advertising	_____	Miscellaneous	_____	Other (_____) _____
Annual Report	_____	Office Expense	_____	Other (_____) _____
Auto & Truck Expenses	_____	Outside Services	_____	Other (_____) _____
Bad Debts	_____	Parking and Tolls	_____	Other (_____) _____
Bank Charges	_____	Postage/Shipping/Delivery	_____	Other (_____) _____
Car & Truck Expenses	_____	Printing	_____	Other (_____) _____
Cellular	_____	Promotion	_____	Other (_____) _____
Cleaning & Maintenance	_____	Rent (Machinery/Equip)	_____	Other (_____) _____
Commissions	_____	Rent (Other)	_____	Other (_____) _____
Contributions	_____	Repairs	_____	Other (_____) _____
Delivery	_____	Salaries	_____	Other (_____) _____
Dues and Subscriptions	_____	Security	_____	Other (_____) _____
Employee Benefits	_____	Supplies	_____	Other (_____) _____
Entertainment	_____	Taxes	_____	Other (_____) _____
Freight	_____	Taxes-Other	_____	Other (_____) _____
Fuel	_____	Taxes-Payroll	_____	Other (_____) _____
Gifts	_____	Taxes-Sales	_____	Other (_____) _____
Cost of Goods Sold	_____	Telephone	_____	Other (_____) _____
Insurance	_____	Tools	_____	Other (_____) _____
Interest	_____	Travel	_____	Other (_____) _____
Janitorial	_____	Uniforms	_____	Other (_____) _____
Laundry and Cleaning	_____	Utilities	_____	Other (_____) _____
Legal & Professional	_____	Wages	_____	Other (_____) _____
Licenses & Permits	_____	Other (_____)	_____	Other (_____) _____
Materials	_____			