



SIMPLEX

FINANCIAL SOLUTIONS

HANDYMAN EXPENSES

ADVERTISING EXPENSES

ADS \$.....
 BUSINESS CARDS \$.....
 CATALOGS \$.....
 GREETING CARDS \$.....
 COMMISSIONS & FEES PAID \$.....
 CONTRACT LABOR (NAME & SOCIAL) \$.....

INSURANCE

BUSINESS LIABILITY \$.....
 WORKERS COMPENSATION \$.....

INTEREST

FINANCIAL INSTITUTION \$.....
 BUSINESS ONLY CREDIT CARD \$.....

LEGAL & PROFESSIONAL

ATTORNEY FEES (BUSINESS ONLY) \$.....
 BUSINESS CONSULTING FEES \$.....
 BONDS \$.....
 PERMITS \$.....
 TAX PREPARATION FEES \$.....

OFFICE EXPENSES

COMPUTER & SUPPLIES \$.....
 OFFICE SUPPLIES \$.....
 POSTAGE & SHIPPING \$.....

RENT & LEASE

MACHINERY RENTAL \$.....
 MACHINERY LEASE \$.....
 BUSINESS PROPERTY RENTAL \$.....
 BUSINESS PROPERTY LEASE \$.....

REPAIRS & MAINTENANCE

BUILDING \$.....
 EQUIPMENT & TOOLS \$.....

SUPPLIES

BRUSHES \$.....
 BUCKETS \$.....
 CLEANING SUPPLIES \$.....
 PAINTING SUPPLIES \$.....
 PROPANE TANKS \$.....
 SOLVENTS \$.....
 TARPS \$.....
 SMALL TOOLS \$.....
 SAW BLADES \$.....
 PROTECTIVE GEAR \$.....

TAXES

PERSONAL PROPERTY \$.....
 LICENSES \$.....
 BUSINESS BUILDING AND LAND \$.....
 SALES TAX \$.....
 PAYROLL \$.....

EXPENSES AWAY FROM HOME

LODGING \$.....
 MEALS & TIPS \$.....
 CONVENTION FEES \$.....
 AIRPLANE & TRAIN FARES \$.....
 AUTO RENTAL, TAXI OR BUS FARE \$.....
 OTHER: (INCIDENTALS, LAUNDRY) \$.....

MEALS & ENTERTAINMENT

BUSINESS MEALS \$.....
 GIFTS (\$25 PER COUPLE OR INDIVIDUAL) \$.....
 TICKETS \$.....

UTILITIES

ELECTRICITY \$.....
 NATURAL GAS & HEATING FUEL \$.....
 GARABGE, WATER & SEWER \$.....
 TELEPHONE \$.....
 TELEPHONE LONG DISTANCE \$.....

OTHER EXPENSES

BANK CHARGES \$.....
 CREDIT CARD MACHINE FEES \$.....
 DUES & PUBLICATIONS \$.....
 CONTINUING EDUCATION \$.....
 FUEL FOR EQUIPMENT (NOT AUTO) \$.....
 DRY CLEANING \$.....
 PRINTING & COPYING \$.....
 UNIFORMS \$.....
 BOOTS \$.....
 GOGGLES \$.....
 GLOVES \$.....
 SUBSCRIPTIONS \$.....
 HEALTH & WELLNESS \$.....
 ALTERATIONS \$.....
 EMBROIDERY \$.....

TRAVEL (NUMBER OF NIGHTS AWAY)

NIGHT OUT
 CITY
 CITY
 CITY
 CITY
 CITY

SIMPLEX

FINANCIAL SOLUTIONS

EQUIPMENT PURCHASED

ITEMS PURCHASED	DATE PURCHASED	BUSINESS USE %	TOTAL COST

OTHER:

I (WE) CERTIFY THAT ALL EXPENSES CLAIMED ABOVE ARE TRUE AND ACCURATE:

	SIGNATURE:	DATE
	SIGNATURE:	DATE:

FINANCIAL SOLUTIONS