

Common expenses

Listed below are examples of some common businesses expenses. Items "ordinary & necessary" for your business may vary. Please consult your tax advisor. ~Amy, amy@acookcpa.com

Direct expense categories:

- Cost of Good Sold (COGS)
- Inventory Used
- Cost of Labor
- Direct Materials and supplies
- Discounts
- Returns

Other Non-direct expense categories:

Advertising	Miscellaneous (go for detail)
Marketing	Office expenses
Promotions	Pension & profit-sharing plans
Sponsorships	Permits & fees
Bad Debts	Postage, delivery & freight
Bank charges	Printing & duplication
Business Gifts	Rent or lease
Car & truck expenses (mileage vs actual)	Vehicles
Tolls	Equipment
Parking	Land, etc
Financing interest	Repairs & Maintenance
Commissions & Fees	Cleaning
Communications	Janitorial
Telephone	Laundry & Cleaning
Internet	Security
Contract Labor (1099s sent)	Supplies (non-COGS)
Commissions	Taxes
Outside services	Payroll
Subcontractors	Local
Depreciation	State
New Assets (date, description, amount)	Licenses
Prior Assets (prior year return)	Travel
Employee benefits	Lodging
Insurance (health, life, etc)	Travel (airlines, bus, taxi, etc)
Retirement	Meals
Insurance	Meals (onsite)
Self-employed health	Entertainment
Long term care	Tools (small <250)
Interest	Training/continuing education
From banks (1098 received)	Uniforms
Other interest (credit cards, personal loans)	Utilities
Legal and Professional services	Wages (payroll)
Accounting	Officer compensation
Computer	Non-officer