

# Tax Organizer—Direct Sellers

Name: \_\_\_\_\_ Tax Year: \_\_\_\_\_

Principal Business/Product Sold: \_\_\_\_\_

Business Name and Address (if different than residence): \_\_\_\_\_

Date Business Started (if started this year): \_\_\_\_\_

Did you pay any individuals or other noncorporate service providers \$600 or more during the year? \_\_\_\_\_

Did you make direct sales of at least \$5,000 of consumer products to a buyer for resale anywhere other than a permanent retail establishment? \_\_\_\_\_

### Part 1—Inventory (at your cost)

|   |  |
|---|--|
| Inventory at Beginning of the Year (Should match "Cost of Inventory for Sale at Year-End" from last year's organizer) |  |
| Total Purchases During the Year   |  |
| Purchase Returns and Allowances   |  |
| Cost of Items Taken for Personal Use—DO NOT INCLUDE BUSINESS GIFTS  |  |
| Cost of Inventory for Sale at Year-End  |  |

### Part 2—Income (attach any Forms 1099 received)

|                              |  |
|------------------------------|--|
| Total Retail Sales           |  |
| Commissions Received         |  |
| Prizes Won                   |  |
| Other Income (attach detail) |  |

### Part 3—Deductions

|  |  |
|--|--|
| Advertising (posters, Yellow Pages, booth rental, retail display products, etc.) <sup>1</sup>          |  |
| Bad Debts (uncollectable debts if the related sale is included in "Total Retail Sales," above)         |  |
| Bank Service Charges   |  |
| Classes, Workshops, and Seminars   |  |
| Commissions Paid   |  |
| Demonstrators (not for sale)   |  |
| Hostess Gifts, Flowers   |  |
| Interest on Business Loans   |  |
| Magazines, Books, Tapes, Educational Aids  |  |
| Meals  |  |
| Meeting Room Rent  |  |
| Membership Fees  |  |
| Office Supplies  |  |
| Other Gifts (list recipients and amounts) <sup>1</sup>   |  |
| Postage  |  |
| Prizes Given to Customers and other Direct Sellers <sup>1</sup>  |  |
| Product Replacement Insurance  |  |
| Professional Fees (legal, tax preparation, accounting, etc.)   |  |
| Salaries   |  |
| Sales Aids From the Direct Selling Company   |  |
| Start-Up Kit (if started this year)  |  |
| Telephone (long distance for business, cost of separate line used only for business, cell phone, etc.) |  |
| Travel for Business Trips (Airfare, Rent Car, Hotel, Meals, Cabs, Tips, Laundry, etc.)                 |  |
| Other Expenses (attach detail)   |  |

<sup>1</sup> Only include cost of products if their cost is not included in "Purchases" in Part 1.

### Part 4—Vehicle Information

|  |  |
|--|--|
| Vehicle Description:                           |  |
| Odometer Reading at End of Year                |  |
| Odometer Reading at Beginning of Year          |  |
| Total Miles Driven for the Year                |  |
| Total Miles Driven for Direct Selling Business |  |

### Part 5—Car Expenses (actual costs for the year)

|   |  |
|---|--|
| Gas                                       |  |
| Insurance                                 |  |
| Repairs and Maintenance                   |  |
| Lease Payments                            |  |
| Parking and Tolls (Business-related only) |  |
| Other:                                    |  |

### Part 6—Home Office Expenses (must meet certain tests to deduct)

|                                  |  |
|----------------------------------|--|
| Mortgage Interest                |  |
| Property Taxes                   |  |
| Utilities (not listed in Part 3) |  |
| Repairs and Maintenance          |  |
| Homeowner's Insurance:           |  |
| Other:                           |  |
| Other:                           |  |

### Part 7—Business Assets Purchased During the Year (such as car, computer, desk, answering machine, etc.)

| Description | Date Acquired | Cost | % Used for Business Purposes |
|-------------|---------------|------|------------------------------|
|             |               |      |                              |
|             |               |      |                              |
|             |               |      |                              |
|             |               |      |                              |
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### Part 8—Other Information

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