

Balance Sheet Worksheet

(if not using accounting software to generate)

For Tax Year Ending 12/31 (what balances were on 12/31)

Provide Bank and Loan Statements with this worksheet

| Current Assets | | Current Liabilities | |
|-------------------------------|----------|--------------------------|----|
| Checking Account Balance | \$ | Notes Payable (<1Year) | \$ |
| Savings/Other Account Balance | \$ | Accounts Payable | \$ |
| Cash on hand | \$ | Accrued Expenses | \$ |
| Inventory (cost) | \$ | Taxes Owed | \$ |
| Accounts Receivable | \$ | Credit Card Balance | \$ |
| Prepaid Expenses | \$ | Payroll Liabilities | \$ |
| Security Deposits | \$ | | |
| | | | |
| Other Assets | | Long Term Debt | |
| Real Property | ON FILE* | Equipment Loans | \$ |
| Equipment | ON FILE* | Building Loans | \$ |
| Loans to Shareholder | \$ | Loans from Shareholder | \$ |
| | | Other Loans | \$ |
| | | | |
| | | | |
| Equity | | | |
| Distributions from Company | \$ | Contributions to Company | \$ |
| | | | |

*We keep Fixed Assets on file if you are a current client. Please let us know of any purchases and sales. If you are not a current client, please provide a Depreciation Worksheet from your previous accountant.