

Stormageddon Editorial
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 Sole Proprietorship, Business Tracking Spreadsheet (Internal Use)
 Year: 2015

<u>Revenue</u>		<u>Notes</u>
Client 1 - installment 1	\$ 100.00	Paid by cash -- see invoice #1
Client 1 - installment 2	\$ 500.00	Paid by Interac email xfer -- see Tangerine account, invoice #2
Client 1 - installment 3	\$ 485.25	Paid by PayPal credit card -- see PayPal account, invoice #3
Client 2 - flat rate	\$ 50.00	Short article substantive edit -- see PayPal account, invoice #4
Client 3 - installment 1	\$ 500.00	Paid by Interac email xfer -- see Tangerine account, invoice #5
Client 3 - installment 2	\$ 600.00	Paid by Interac email xfer -- see Tangerine account, invoice #6
Client 4 - brochure	<u>\$ 6,500.00</u>	Paid by cheque -- see Tangerine account, invoice #7

Total revenue: **\$ 8,735.25**

<u>Expenses</u>		
Postage, Canada Post	\$ 5.30	
Envelopes, Staples	\$ 3.38	
Laptop, Dell	\$ 700.00	
Website hosting	\$ 144.74	DreamHost -- \$110 USD on rcpt, see Aug Visa bill for exch rate
Dinner with Client 1	\$ 67.00	Only part of this will be claimable at tax time
Business name registration	\$ 60.00	
Conference Registration	\$ 198.50	Included 1 day of meals, back out \$50 for tax time
Parking for conference	\$ 12.00	
Consult - WordPress	<u>\$ 120.00</u>	Consulted with freelance developer to solve WordPress issue

Total Expenses **\$ 1,310.92**

Net revenue, cash basis **\$ 7,424.33** This is my personal estimate of how well my business did.
 This is NOT what my net income for taxes will be, as some of these expenses will be taken over multiple years, or involve personal use components.

Business Use of Home Section

Rent	\$ 14,000.00	Total amount for June-Dec (since start of business operations)
Hydro	\$ 770.00	Total amount for June-Dec (since start of business operations)
Gas (heat)	\$ 492.00	Total amount for June-Dec (since start of business operations)
Phone	\$ 294.00	Total amount for June-Dec (since start of business operations)
Internet	\$ 273.00	Total amount for June-Dec (since start of business operations)

Proportion used for business:

House sq ft total	1250
Office sq ft total	150
Dedicated for business use	50%

Proportion used for business: 6.0%