

# 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 purchaes and sales. If you are not a current client, please provide a Depreciation Worksheet from your previous accountant.