

**A.D.F. ACCOUNTING, L.L.C.**

3307 East Kilgore Road

Kalamazoo, Michigan 49001

(269) 343-1201

FAX (269) 343-1751

DAYCARE WORKSHEET

YEAR \_\_\_\_\_

**HOME USAGE**

AREA USED EXCLUSIVELY FOR DAYCARE \_\_\_\_\_  
AREA SHARED REGULARLY FOR DAYCARE \_\_\_\_\_  
TOTAL AREA OF HOME \_\_\_\_\_  
TIME USAGE-DAYS USED FOR DAYCARE \_\_\_\_\_  
- HOURS USED EACH DAY \_\_\_\_\_  
- DAILY PREP TIME \_\_\_\_\_

**HOME EXPENSES**

MORTGAGE INTEREST \_\_\_\_\_  
REAL ESTATE TAXES \_\_\_\_\_  
UTILITIES-ELECTRIC \_\_\_\_\_ GAS \_\_\_\_\_  
-WATER \_\_\_\_\_ TRASH \_\_\_\_\_  
HOUSE INSURANCE \_\_\_\_\_  
CLEANING \_\_\_\_\_  
REPAIRS \_\_\_\_\_  
HOME IMPROVEMENTS \_\_\_\_\_

FOR THE FIRST YEAR WE WILL NEED ORIGINAL  
COST OF HOUSE AND IMPROVEMENTS YOU  
HAVE MADE TO DATE.

\_\_\_\_\_

**ASSETS**

DESCRIPTION AMOUNT  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**VEHICLES**

BUSINESS MILES PERSONAL MILES  
\_\_\_\_\_  
\_\_\_\_\_

**INCOME**

PARENT PAYS \_\_\_\_\_  
FOOD PROGRAM \_\_\_\_\_  
FAMILY INDEPENDENCE \_\_\_\_\_

**EXPENSES**

ADVERTISING \_\_\_\_\_  
BUSINESS MEALS 100% \_\_\_\_\_  
CABLE \_\_\_\_\_  
DAYCARE LIABILITY INS \_\_\_\_\_  
DUES & PUBLICATIONS \_\_\_\_\_  
EDUCATION PROGRAM \_\_\_\_\_  
FIELD TRIPS \_\_\_\_\_  
FOOD \_\_\_\_\_  
INTERNET SERVICE \_\_\_\_\_  
HELPERS\*\* \_\_\_\_\_  
LAUNDRY \_\_\_\_\_  
LICENSES \_\_\_\_\_  
LEGAL & PROFESSIONAL \_\_\_\_\_  
MEETINGS \_\_\_\_\_  
MOVIES & BOOKS \_\_\_\_\_  
PRINTING \_\_\_\_\_  
RENT \_\_\_\_\_  
SUPPLIES-DAYCARE \_\_\_\_\_  
-OFFICE \_\_\_\_\_  
-MAINTENANCE \_\_\_\_\_  
TELEPHONE \_\_\_\_\_  
1ST PHONE-BASIC RATE \_\_\_\_\_  
CALLER WAIT & ID \_\_\_\_\_  
DAYCARE-LONG DISTANCE \_\_\_\_\_  
2ND PHONE \_\_\_\_\_  
CELL PHONE \_\_\_\_\_  
TOYS \_\_\_\_\_  
TRAVEL \_\_\_\_\_  
OTHER: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

STANDARD MEAL--OPTION \_\_\_\_\_  
NUMBER SERVED FOR DAYCARE  
BREAKFAST \_\_\_\_\_  
LUNCH/DINNER \_\_\_\_\_  
SNACKS \_\_\_\_\_

**\*\*MAY BE SUBJECT TO 1099'S**

**(NEED COMPLETED W-9 IF AVAILABLE WITH NAME, ADDRESS, SS# AND AMOUNT PAID BY JANUARY 20TH)**