

2021 Tax Review Worksheet

Please upload this worksheet and supporting documents to myBBDVault.

Please include copies of any Year-To-Date pay stubs for any other jobs you and/or your spouse had in 2021.

Name: _____ Current Date: _____

Company Name: _____

Check the Box if you received any of the following in 2021:

Payroll Protection Program Loan (PPP)
If checked, Amount: _____

Unemployment Compensation
If checked, Amount: _____

Other State/County/Local Grant
If checked, Amount: _____

Employee Retention Tax Credit
If checked, Amount: _____

If you use accounting software like QuickBooks or QuickBooks Online, provide your YTD P&L and only fill out column B.



To fill out worksheet:

In Column A – Enter actual YTD Numbers – Example: January 1, 2021 to October 31, 2021.

In Column B – Enter your projected numbers for the remainder of the year – Example: November 1, 2021 to December 31, 2021. Do not enter amounts for the entire year.

	COLUMN A	COLUMN B
	ACTUAL: 1/1/21 to _____	ESTIMATED: _____ to 12/31/21
(+) Gross Income or Sales		
(-) Business Expenses Not including checks written to you.		
(-) Equipment Purchases This should not be included in expenses.		
(=) Profit Before wages, draws, and rents to you.		
(-) Wages to yourself Include any gross wages paid to you through your payroll.		
(-) Draws to yourself Include any checks written to you other than payroll and rent payments.		
(-) Rent Payments to yourself		
Federal Estimated Tax Payments (Not Payroll Taxes)		
State Estimated Tax Payments (Not Payroll Taxes)		