BUSINESS PLAN

Big Time Fun Campground

Any City, GA

Fred & Wilma Smith
Valdosta, GA 31606
(229) 555-1234

Foreword

This sample business plan has been compiled by the staff of the Small Business Development Center at Valdosta State University.

This plan is intended to guide small business owners through the process of creating a business plan, and does not provide information on everything that should be included. Each business plan is different, based upon the needs of the owners and/or the intended readers of the plan.

Further information on specific items, research, or financial processes may be obtained from the Small Business Development Center nearest you.

For more information, visit us on the Internet at

www.valdosta.edu/sbdc
or
www.sbdc.uga.edu

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Big Time Fun Campground

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INTRODUCTION

The purpose of this business plan is to provide information to prospective lenders regarding the financial and marketing feasibility and daily operations of Big Time Fun Campground.

This campground hopes to continue to provide safe family fun for many years to come, keeping in tradition what the previous owners have provided for almost 20 years. The campground is conveniently located less than an hour and a half from Tallahassee, Thomasville, Albany, Waycross and Lake City, providing a large number of families a close weekend getaway.

The property has two deep wells, five septic tanks, and a swimming pool with a new pump and a liner less than 2 years old. There are 25 campsites that have consistently been occupied for at least the last four years. There is an additional commercial lot that will be used for expansion adding 10 extra campsites. These additional sites will eventually generate more than $1000 a month in additional revenues.

Fred Smith will manage and maintain the campground, occasionally having to hire skilled workers. Routine maintenance can be taken care of weekly in less than one day, enabling Fred to continue to care for the Smith's small children. An overseer will be hired to handle collections and lawn care.

The main office will be located at 1234 Really Muddy Road, Valdosta, GA 31606. The telephone numbers are (229) 555-1234 or (229) 555-1010.

Fred & Wilma Smith are seeking a loan in the amount of $250,000 for a 15-year term at an interest rate equal to the prime rate + 2.75 % to purchase Big Time Fun Campground. The proceeds will be used to acquire the real estate and all fixed assets of Big Time Fun, as well as helping to provide the startup and working capital needs for the transition of ownership.

MARKET

As mentioned earlier the campground is located near several larger towns and surrounding counties. Located on the fringes of the Okefenokee Swamp, campers have a waterway that can take you as far south as the Gulf, while providing numerous other recreation opportunities for fishing, hunting, wildlife-viewing, and general relaxation.

Big Time Fun Campground is a long-standing, established business. Big Time Fun Campground has been operating under the same ownership and management for almost 20 years and has kept a waiting list for the few years, indicating there is a stable market for this type of business.

The following are various ways we intend to reach our market.

1. Good old-fashioned word of mouth
2. Newspaper ads
3. Internet
4. Radio ads

The market for clean and safe family fun is in as big a demand as ever. With life's faster pace, the demand will only increase. Water is one of our most precious natural resources, with a calming effect like nothing else. As life's pace gets faster, more and more people are heading toward water to relax.

Big Time Fun has a multi-fold fee structure. Monthly campsite rental costs $75.00, and the campground presently has 25 spots that are rented in this manner (see RV Storage on the pro-forma cash flow.) There is a $15 fee assessed in addition to the monthly rental fee for each camper's nightly stay. On average, each tenant spends 4 nights monthly in their camper (see Nightly RV Rates on the pro-forma cash flow.) Big Time Fun Campground also has a boat ramp and 15 boat slips. Boat launch is free, while the slips rent for $3 daily or $20 monthly (see Boat Slip Rental on the pro-forma cash flow.) Finally, Big Time Fun Campground has 5 mobile homes that rent for an average price of $325 monthly. (See Mobile Home Rental on the pro-forma cash flow.)

The above fee structure results in an extremely stabile cash flow of $5,300 per month. This amount rarely varies, and will increase with the proposed expansion of the campground on the additional commercial lot included with this purchase.

COMPETITION

There are 4 other campgrounds actually located on the Okefenokee Swamp. Big Time Fun is the second largest. Big Time Fun is also the only campground with a swimming pool, which is an excellent attraction for families. Often, people say this is one of the nicest campgrounds around.

The largest campground is Billy's Big Bass Lodge. It has been through several owners recently, and lacks the stability of Big Time Fun Campground. The land is owned by the Department of Natural Resources. Additionally, the stability of the ownership and of Big Time provides for a more pleasing camping environment.

Big Walt's is a small campground that has recently opened, with only 12 or 15 sites. It provides more of a "fish camp atmosphere." The land here is also owned by the Department of Natural Resources. Big Time Fun is much more stabile and has more amenities.

Land's End Marina and Campground is another competitor. This facility is presently for sale, according to the web site, and the land is also owned by the Department of Natural Resources. Again, Big Time Fun is much more competitive due to the stability and amenities.

Finally, there is Okefenokee State Park. This facility is operated by the state, and provides the closest competition to Big Time Fun. Our stability and long-term renters provide insulation from any competitive advantage that Okefenokee State Park may have, and our private ownership makes us much more flexible with our campers.

Big Time Fun is the only campground in the area whose land is privately owned. Therefore, Big Time Fun is protected from mandatory upgrades at the request of the DNR. None of the other campgrounds enjoy this competitive advantage. Also, the DNR is unwilling to grant a long-term lease to any of the campground owners. Therefore, they are unwilling to make the substantial capital improvements that Big Time Fun has made, such as the swimming pool, paved parking areas, fencing, and landscaping. Also, Big Time Fun Campground has very competitive prices when compared to the other campgrounds.

We intend to keep business as usual with the exception of adding 10 campsites on the adjacent commercial property included in the purchase. Our market research indicates that these additional camp spaces will fill quickly. We will also complete some minimal facelift projects as capital allows.

LOCATION

Big Time Fun Campground is located on Okefenokee Way, in Clinch County, Georgia. Located on the fringes of the Okefenokee Swamp, this property gives you access to 50,000 acres of prime fishing, duck hunting, pleasure boat riding, jet skiing, and family fun. There are 10,000 acres of Federal Wild Life Management Area easily accessible for hunting, hiking, or just observing wildlife in nature.

Big Time Fun is a very quiet and peaceful community that helps aid in the relaxation of all. Located less than 2 hours away from all the larger cities in the area, Big Time Fun provides a quick getaway for a relaxing weekend.

This proposal is for the purchase of Big Time Fun Campground real estate and fixed assets. This real estate includes approximately 3.5 acres of waterfront land, and five mobile homes worth approximately $35,000 total. Additionally, there is a doublewide mobile home that used to serve as a restaurant worth approximately $10,000. The total selling price is $325,000, and Fred and Wilma Smith will inject $100,000 of their personal savings into the project (please see the personal financial statement, appendix B), while borrowing $250,000. $25,000 of the proceeds will be earmarked for working capital, closing costs, and any other transitional expenses.

The written purchase agreement between the Rubbles and the Smiths is attached as appendix A.

MANAGEMENT

Fred Smith will manage Big Time Fun Campground. Fred has experience with repairs and light construction projects. Fred has been a stay at home dad for the last 3 years, enjoying his retirement from the military after 25 years of service (See resume in appendix C.) Fred plans to spend about 2 days per week working at the campground while continuing to care for the Smith's children. Fred will hire skilled workers only when it is more economical than driving to the campground, or when the project is more intensive than his skills allow.

Wilma Smith will continue to work in her profession as a speech-language pathologist. She has been employed by the local school system for more than ten years, and currently earns $47,500 annually (Please see income tax returns, appendix D.)

The Smiths are interested in the purchase of Big Time Fun Campground as an additional source of retirement income. Fred and Wilma anticipate that they can pay off the debt more quickly than the 15-year term, and look forward to enjoying a leisurely retirement with Fred's military pension, Wilma's teacher's retirement, and the income from Big Time Fun Campground.

PERSONNEL

As previously mentioned, Fred Smith will manage and direct the daily operations of Big Time Fun Campground. Fred will be the only full time employee, but will occasionally contract craftsmen to perform some tasks.

Fred also intends to hire an overseer to collect the rents, nightly fees, and boat slip fees. The overseer will also maintain the lawn in the 3.5 acre facility. These duties will take no more than ten hours weekly. The overseer will be paid a weekly salary of $150 for all of the above tasks. (Please see appendix E for the job description of the overseer.)

This proposed overseer, Barney Jones, is presently a tenant in one of the mobile homes in Big Time Fun Campground. Mr. Jones is retired and has been a year-round resident of Big Time Fun Campground since 1989.

Big Time Fun Campground
Sources and Uses of Funds

Sources of Funds	
Equity Injection (Savings)	100,000
Bank Loan	250,000
Total Sources of Funds	350,000
Uses of Funds	
Land Acquisition	200,000
Capital Asset Acquisition	45,000
Closing Costs	10,000
Non-compete/Goodwill/Trade Name	80,000
Working Capital	15,000
Total Uses of Funds	350,000

Big Time Fun Campground
Assumptions

1. Cash flow from operations is calculated as follows
    - A. Mobile homes are rented monthly for an aggregate sum of $1,625
    - C. Nightly RV Rates assume each owners spends four nights monthly at $15/night
    - D. Boat Slip Rentals are for 15 boat slips rented by campers at $20 monthly

2. Debt services assumes the following
    - A. $250,000 note
    - B. 15-year term
    - C. 6.75% interest rate

3. Depreciation and Amortization assume the following
    - A. Depreciation of $45,000 in fixed assets over 27.5 years (straight-line)
    - B. Amortization of $10,000 in closing costs over 15 years (straight-line)
    - C. Amortization of non-disclosure over 10 years (straight-line)
    - D. The trade name "Big Time Fun Campground" will be treated as "goodwill" and as such, will be amortized over 10 years.

4. Year 2 revenues will increase as follows
    - A. One RV storage space will be added monthly throughout 2005
    - B. Each additional RV Storage will result in 4 nights additional stays monthly

Big Time Fun Campground
Balance Sheet
As of Day 1

Assets

Current Assets	
Cash	15,000
Total Current Assets	15,000
Fixed Assets	
Land	200,000
Mobile Homes	45,000
Non Compete & Goodwill	80,000
Less: Acccumulated Depreciation	0
Total Fixed Assets	325,000
Other Assets	
Closing Costs	10,000
Less: Accumulated Amortization	0
Total Other Assets	10,000
Total Assets	350,000

Liabilities & Equity Accounts

Current Liabilities	
Notes Payable, Net Current Portion	9,977
Total Current Liabilities	9,977
Long-term Liabilities	
Notes Payable	240,023
Total Long-term Liabilities	240,023
Total Liabilities	250,000
Equity Accounts	
Paid In Capital	100,000
Total Equity Accounts	100,000
Total Liabilities & Equity Accounts	350,000

Big Time Fun Campground
Pro-forma Statement of Cash Flows
For the first twelve months of operation

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Beginning Cash	0	13,619	14,987	16,356	17,665	18,974	20,282	21,591	22,900	24,209	25,577	26,946	0
Cash Inflows													
Equity Injection	100,000	0	0	0	0	0	0	0	0	0	0	0	100,000
Loan Proceeds	250,000	0	0	0	0	0	0	0	0	0	0	0	250,000
Mobile Home Rentals	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	19,500
RV Storage	1,875	1,875	1,875	1,875	1,875	1,875	1,875	1,875	1,875	1,875	1,875	1,875	22,500
Nightly RV Rates	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	18,000
Boat Slip Rental	300	300	300	300	300	300	300	300	300	300	300	300	3,600
Total Cash Inflows	355,300	5,300	5,300	5,300	5,300	5,300	5,300	5,300	5,300	5,300	5,300	5,300	413,600
Cash Outflows													
Interest Expense	1,406	1,402	1,397	1,393	1,388	1,383	1,379	1,374	1,369	1,365	1,360	1,355	16,570
Principle payments	806	811	815	820	824	829	834	838	843	848	853	857	9,977
Closing Costs	10,000	0	0	0	0	0	0	0	0	0	0	0	10,000
Land Acquisition	200,000	0	0	0	0	0	0	0	0	0	0	0	200,000
Capital Asset Acquisition	45,000	0	0	0	0	0	0	0	0	0	0	0	45,000
Non-compete & Goodwill	80,000	0	0	0	0	0	0	0	0	0	0	0	80,000
Advertising	500	50	50	50	50	50	50	50	50	50	50	50	1,050
Maintenance (Mobile Homes)	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Pool Chemicals/Supplies	0	0	0	60	60	60	60	60	60	0	0	0	360
Septic Tank Maintenance	650	0	0	0	0	0	0	0	0	0	0	0	650
Insurance	1,000	0	0	0	0	0	0	0	0	0	0	0	1,000
Electricity	900	900	900	900	900	900	900	900	900	900	900	900	10,800
Legal and Professional Fees	500	0	0	0	0	0	0	0	0	0	0	0	500
Wages & Salaries	600	600	600	600	600	600	600	600	600	600	600	600	7,200
Payroll Taxes	69	69	69	69	69	69	69	69	69	69	69	69	828
Taxes and Licenses	150	0	0	0	0	0	0	0	0	0	0	1,200	1,350
Total Cash Outflows	341,681	3,931	3,931	3,991	3,991	3,991	3,991	3,991	3,991	3,931	3,931	5,131	386,485
Ending Cash	13,619	14,987	16,356	17,665	18,974	20,282	21,591	22,900	24,209	25,577	26,946	27,115	27,115

Big Time Fun Campground
Pro-forma Income Statement
For the first twelve months of operation

Mobile Home Rentals	19,500
RV Storage	22,500
Nightly RV Rates	18,000
Boat Slip Rental	3,600
Total Revenues	63,600
Expenses	
Interest Expense	16,570
Depreciation	1,636
Amortization	6,000
Advertising	1,050
Maintenance (Mobile Homes)	1,200
Pool Chemicals/Supplies	360
Septic Tank Maintenance	650
Insurance	1,000
Electricity	10,800
Legal and Professional Fees	500
Wages & Salaries	7,200
Payroll Taxes	828
Taxes and Licenses	1,350
Total Expenses	49,144
Net Income	14,456

Big Time Fun Campground
Balance Sheet
As of Year 1's End

Assets	
Current Assets	
Cash	27,115
Total Current Assets	27,115
Fixed Assets	
Land	200,000
Mobile Homes	45,000
Less: Accumulated Depreciation	-1,636
Total Fixed Assets	243,364
Other Assets	
Non Compete & Goodwill	80,000
Closing Costs	10,000
Less: Accumulated Amortization	-6,000
Total Other Assets	84,000
Total Assets	354,478
Liabilities & Equity Accounts	
Current Liabilities	
Notes Payable, Net Current Portion	10,672
Total Current Liabilities	10,672
Long-term Liabilities	
Notes Payable	229,351
Total Long-term Liabilities	229,351
Total Liabilities	240,023
Equity Accounts	
Paid In Capital	100,000
Current Period Earnings	14,456
Retained Earnings	0
Total Equity Accounts	114,456
Total Liabilities & Equity Accounts	354,478

Big Time Fun Campgroud
Pro-forma Statement of Cash Flows
For the second twelve months of operation

	January	February	March	April	May	June	July	August	September	October	November	December	Total
Beginning Cash	27,115	26,683	28,187	29,326	31,040	32,888	34,872	36,991	39,245	41,633	44,217	46,936	27,115
Cash Inflows													
Loan Proceeds	0	0	0	0	0	0	0	0	0	0	0	0	0
Mobile Home Rentals	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	1,625	19,500
RV Storage	1,875	1,950	2,025	2,100	2,175	2,250	2,325	2,400	2,475	2,550	2,625	2,625	27,375
Nightly RV Rates	1,500	1,560	1,620	1,680	1,740	1,800	1,860	1,920	1,980	2,040	2,100	2,100	21,900
Boat Slip Rental	300	300	300	300	300	300	300	300	300	300	300	300	3,600
Total Cash Inflows	5,300	5,435	5,570	5,705	5,840	5,975	6,110	6,245	6,380	6,515	6,650	6,650	72,375
Cash Outflows													
Interest Expense	1,350	1,345	1,340	1,336	1,331	1,326	1,321	1,316	1,311	1,305	1,300	1,295	15,875
Principle payments	862	867	872	877	882	887	892	897	902	907	912	917	10,672
Closing Costs	0	0	0	0	0	0	0	0	0	0	0	0	0
Land Acquisition	0	0	0	0	0	0	0	0	0	0	0	0	0
Capital Asset Acquisition	0	0	0	0	0	0	0	0	0	0	0	0	0
Advertising	50	50	50	50	50	50	50	50	50	50	50	50	600
Maintenance (Mobile Homes)	100	100	100	100	100	100	100	100	100	100	100	100	1,200
Pool Chemicals/Supplies	0	0	0	60	60	60	60	60	60	0	0	0	360
Septic Tank Maintenance	650	0	0	0	0	0	0	0	0	0	0	0	650
Insurance	1,000	0	0	0	0	0	0	0	0	0	0	0	1,000
Electricity	900	900	900	900	900	900	900	900	900	900	900	900	10,800
Legal and Professional Fees	0	0	500	0	0	0	0	0	0	0	0	0	500
Wages & Salaries	600	600	600	600	600	600	600	600	600	600	600	600	7,200
Payroll Taxes	69	69	69	69	69	69	69	69	69	69	69	69	828
Taxes and Licenses	150	0	0	0	0	0	0	0	0	0	0	1,200	1,350
Total Cash Outflows	5,731	3,931	4,431	3,991	3,991	3,991	3,991	3,991	3,991	3,931	3,931	5,131	51,035
Ending Cash	26,683	28,187	29,326	31,040	32,888	34,872	36,991	39,245	41,633	44,217	46,936	48,455	48,455

Big Time Fun Campground
Pro-forma Income Statement
For the second twelve months of operation

Mobile Home Rentals	19,500
RV Storage	27,375
Nightly RV Rates	21,900
Boat Slip Rental	3,600
Total Revenues	72,375
Expenses	
Interest Expense	15,875
Depreciation	1,636
Amortization	6,000
Advertising	600
Maintenance (Mobile Homes)	1,200
Pool Chemicals/Supplies	360
Septic Tank Maintenance	650
Insurance	1,000
Electricity	10,800
Legal and Professional Fees	500
Wages & Salaries	7,200
Payroll Taxes	828
Taxes and Licenses	1,350
Total Expenses	48,000
Net Income	24,375

Big Time Fun Campground
Balance Sheet
As of Year 2's End

Assets

Current Assets	
Cash	48,455
Total Current Assets	48,455
Fixed Assets	
Land	200,000
Mobile Homes	45,000
Less: Accumulated Depreciation	-3,273
Total Fixed Assets	241,727
Other Assets	
Non Compete & Goodwill	80,000
Closing Costs	10,000
Less: Accumulated Amortization	-12,000
Total Other Assets	78,000
Total Assets	368,182

Liabilities & Equity Accounts

Current Liabilities	
Notes Payable, Net Current Portion	11,415
Total Current Liabilities	11,415
Long-term Liabilities	
Notes Payable	217,936
Total Long-term Liabilities	217,936
Total Liabilities	229,351
Equity Accounts	
Paid In Capital	100,000
Current Period Earnings	24,375
Retained Earnings	14,456
Total Equity Accounts	138,831
Total Liabilities & Equity Accounts	368,182

Big Time Fun Campground
Breakeven Analysis
(Based on Year 1 Projections)

Gross Sales		63,600
Fixed Costs		
Interest Expense	16,570	
Insurance	1,000	
Electricity	10,800	
Taxes & Licenses	1,350	
Depreciation & Amortization	7,636	
Total Fixed Costs	37,356	
Variable Costs		
Advertising	1,050	
Maintenance (Mobile Homes)	1,200	
Pool Chemicals & Supplies	360	
Septic Tank Maintenance	650	
Legal & Professional Fees	500	
Wages & Salaries	7,200	
Payroll Taxes	828	
Total Variable Costs	11,788	

Formula Used:

(Sales-Variable Costs)/Sales=Contribution Margin
(63,600-11,788)/63,600=.815

Breakeven=Fixed Costs/Contribution Margin
45,835=37,356/.815

Based on this analysis, the breakeven point is $45, 835 annually.
Our sales forecast exceeds the breakeven point by $17,765.

Big Time Fun Campground
Collateral Offering

Description	Value	Discount	Collateral Value
Real Estate	200,000	80%	160,000
5897 Okefenokee Way			
Mobile Homes	45,000	50%	22,500
Real Estate	37,000	85%	31,450
2nd Mortgage on Equity in Personal Residence			
Personal Property	56,500	25%	14,125
Saving Account	25,000	100%	25,000
CD# 58921489-A (Gold Bullion Bank)			
IRA	27,333	75%	20,500
Total Collateral Offering	390,833		273,575

Purchase Agreement

This agreement, dated January 31, 2004, is for the purchase of the below described assets:

The 3.5 acre tract of land presently known as "Big Time Fun Campground" located in Clinch County Georgia. (Presently valued at $200,000.)

Five single wide mobile homes. (Presently valued at $35,000)

One doublewide mobile home. (Presently valued at $10,000)

All attached improvements to above properties. (Included above.)

The trade name "Big Time Fun Campground" (Presently valued at $30,000)

A signed legal document stating that John and Joan Rubble will not enter the campground business in Clinch County, Georgia nor any contiguous county for the period of 10 years following the successful execution of the terms and conditions of this contract. (Presently valued at $50,000.)

The total purchase price for this asset sale is $325,000. Purchasers, Fred and Wilma Smith, shall have 90 days from the date of this contract to secure funding. In the event they are unable to secure funding, all earnest money shall be refunded from the sellers to the purchasers.

Signed this 31st Day of January, 2004.

Sellers:	Purchasers
_____	_____
John Rubble	Fred Smith
_____	_____
Joan Rubble	Wilma Smith

Sworn to and subscribed before me this 31st day of January, 2004.

_____

Notary Public

Appendix B
EXPIRATION DATE:11/30/2004

PERSONAL FINANCIAL STATEMENT

U.S. SMALL BUSINESS ADMINISTRATION

As of January 31 , 2004

Complete this form for: (1) each proprietor, or (2) each limited partner who owns 20% or more interest and each general partner, or (3) each stockholder owning 20% or more of voting stock, or (4) any person or entity providing a guaranty on the loan.

Name Fred & Wilma Smith — Business Phone

Residence Address 1234 Really Muddy Road — Residence Phone 229-555-1234

City, State, & Zip Code Valdosta, GA 31606

Business Name of Applicant/Borrower Big Time Fun Campground

ASSETS	(Omit Cents)	**LIABILITIES**	(Omit Cents)
Cash on hand & in Banks	$ 2,300	Accounts Payable	$ 11,000
Savings Accounts	$ 125,000	Notes Payable to Banks and Others (Describe in Section 2)	$
IRA or Other Retirement Account	$ 27,333	Installment Account (Auto)	$ 12,000
Accounts & Notes Receivable	$	Mo. Payments	$ 325
Life Insurance-Cash Surrender Value Only (Complete Section 8)	$ 3,800	Installment Account (Other)	$
Stocks and Bonds (Describe in Section 3)	$	Mo. Payments	$
Real Estate (Describe in Section 4)	$ 85,000	Loan on Life Insurance	$
Automobile-Present Value	$ 17,000	Mortgages on Real Estate (Describe in Section 4)	$ 48,000
Other Personal Property (Describe in Section 5)	$ 56,500	Unpaid Taxes (Describe in Section 6)	$
Other Assets (Describe in Section 5)	$	Other Liabilities (Describe in Section 7)	$
		Total Liabilities	$ 71,000
		Net Worth	$ 245,933
Total	$ 316,933	**Total**	$ 316,933

Section 1. Source of Income		**Contingent Liabilities**	
Salary	$ 47,500 annually	As Endorser or Co-Maker	$
Net Investment Income	$	Legal Claims & Judgments	$
Real Estate Income	$	Provision for Federal Income Tax	$
Other Income (Describe below)*	$ 1,233 monthly	Other Special Debt	$

Description of Other Income in Section 1.

US Air Force Retirement

*Alimony or child support payments need not be disclosed in "Other Income" unless it is desired to have such payments counted toward total income.

Section 2. Notes Payable to Banks and Others. (Use attachments if necessary. Each attachment must be identified as a part of this statement and signed.)

Name and Address of Noteholder(s)	Original Balance	Current Balance	Payment Amount	Frequency (monthly,etc.)	How Secured or Endorsed Type of Collateral

Section 3. Stocks and Bonds. (Use attachments if necessary. Each attachment must be identified as a part of this statement and signed).

Number of Shares	Name of Securities	Cost	Market Value Quotation/Exchange	Date of Quotation/Exchange	Total Value

Section 4. Real Estate Owned. (List each parcel separately. Use attachment if necessary. Each attachment must be identified as a part of this statement and signed.)

	Property A	Property B	Property C
Type of Property	Residential		
Address	1234 Really Muddy Road Valdosta, GA 31606		
Date Purchased	1999		
Original Cost	75,000		
Present Market Value	85,000		
Name & Address of Mortgage Holder	Gold Bullion National Bank New York, NY		
Mortgage Account Number	568971115008-X		
Mortgage Balance	48,000		
Amount of Payment per Month/Year	$523		
Status of Mortgage	Current		

Section 5. Other Personal Property and Other Assets. (Describe, and if any is pledged as security, state name and address of lien holder, amount of lien, terms of payment and if delinquent, describe delinquency)

Household goods, recreational vehicle, boat, all-terrain vehicle, jewelry, lawn equipment, etc.

Section 6. Unpaid Taxes. (Describe in detail, as to type, to whom payable, when due, amount, and to what property, if any, a tax lien attaches.)

Section 7. Other Liabilities. (Describe in detail.)

Section 8. Life Insurance Held. (Give face amount and cash surrender value of policies - name of insurance company and beneficiaries)

Farm Bureau Whole Life, $50,000 on Fred and $50,000 on Wilma, with each other as beneficiaries, Cash Value estimated at $3,800 total.

I authorize SBA/Lender to make inquiries as necessary to verify the accuracy of the statements made and to determine my creditworthiness. I certify the above and the statements contained in the attachments are true and accurate as of the stated date(s). These statements are made for the purpose of either obtaining a loan or guaranteeing a loan. I understand FALSE statements may result in forfeiture of benefits and possible prosecution by the U.S. Attorney General (Reference 18 U.S.C. 1001).

Signature: Date: 1/31/04 Social Security Number: 999-99-9999

Signature: Date: 1/31/04 Social Security Number: 888-88-8888

PLEASE NOTE: The estimated average burden hours for the completion of this form is 1.5 hours per response. If you have questions or comments concerning this estimate or any other aspect of this information, please contact Chief, Administrative Branch, U.S. Small Business Administration, Washington, D.C. 20416, and Clearance Officer, Paper Reduction Project (3245-0188), Office of Management and Budget, Washington, D.C. 20503**. PLEASE DO NOT SEND FORMS TO OMB.**

Fred Smith
1234 Really Muddy Road
Valdosta, GA 31606
(229) 555-1234

EDUCATION

Valdosta State University
Valdosta, GA 31698
Master of Public Administration, June 2003

Park College
Various Locations
Bachelor of Arts, Sociology, 1992

Valdosta High School
Valdosta, GA 31601
High School diploma - June 4, 1974

WORK EXPERIENCE

Unemployed
October 1999-Present

I have enjoyed my retirement while staying at home, by choice, to take care of our two small children. I have also furthered my education, completing my Master of Public Administration Degree.

United States Air Force
Valdosta GA. 31601
July 1974 to September 1999

Job responsibilities varied during my tenure in the Air Force. Most recently, I supervised more than 100 airmen and was responsible for maintaining a budget of $17 million annually. My rank at retirement was E-6.

Form **1040** Department of the Treasury—Internal Revenue Service **U.S. Individual Income Tax Return** 2003 (99) Appendix D, Income Tax Returns

For the year Jan. 1–Dec. 31, 2003, or other tax year beginning , 2003, ending , 20 OMB No. 1545-0074

Label

(See instructions on page 19.)

Use the IRS label. Otherwise, please print or type.

LABEL HERE

Your first name and initial: Fred	Last name: Smith	**Your social security number:** 999 99 9999
If a joint return, spouse's first name and initial: Wilma	Last name: Smith	**Spouse's social security number:** 888 88 8888
Home address (number and street). If you have a P.O. box, see page 19.: 1234 Really Muddy Road	Apt. no.	
City, town or post office, state, and ZIP code. If you have a foreign address, see page 19.: Valdosta, GA 31606		

Important! You **must** enter your SSN(s) above.

Presidential Election Campaign (See page 19.)

Note. Checking "Yes" will not change your tax or reduce your refund. Do you, or your spouse if filing a joint return, want $3 to go to this fund? ▶ You ☐ Yes ☑ No Spouse ☐ Yes ☑ No

Filing Status

Check only one box.

1 ☐ Single
2 ☑ Married filing jointly (even if only one had income)
3 ☐ Married filing separately. Enter spouse's SSN above and full name here. ▶
4 ☐ Head of household (with qualifying person). (See page 20.) If the qualifying person is a child but not your dependent, enter this child's name here. ▶
5 ☐ Qualifying widow(er) with dependent child. (See page 20.)

Exemptions

6a ☑ **Yourself.** If your parent (or someone else) can claim you as a dependent on his or her tax return, **do not** check box 6a

b ☑ **Spouse**

No. of boxes checked on 6a and 6b: 2

c **Dependents:**

If more than five dependents, see page 21.

(1) First name Last name	(2) Dependent's social security number	(3) Dependent's relationship to you	(4) ✓ if qualifying child for child tax credit (see page 21)
Pebbles Smith	777 77 7777		☐
Fred Smith, Jr.	666 66 6666		☐
		213	☐
			☐
			☐

No. of children on 6c who:
- lived with you: 2
- did not live with you due to divorce or separation (see page 21):

Dependents on 6c not entered above:

d Total number of exemptions claimed — Add numbers on lines above ▶ 4

Income

Attach Forms W-2 and W-2G here. Also attach Form(s) 1099-R if tax was withheld.

If you did not get a W-2, see page 22.

Enclose, but do not attach, any payment. Also, please use **Form 1040-V.**

7	Wages, salaries, tips, etc. Attach Form(s) W-2			7	47,500 00
8a	**Taxable** interest. Attach Schedule B if required			8a	275 00
b	**Tax-exempt** interest. **Do not** include on line 8a	8b	123 56		
9a	Ordinary dividends. Attach Schedule B if required			9a	508 00
b	Qualified dividends (see page 23)	9b			
10	Taxable refunds, credits, or offsets of state and local income taxes (see page 23)			10	850 00
11	Alimony received			11	
12	Business income or (loss). Attach Schedule C or C-EZ			12	
13a	Capital gain or (loss). Attach Schedule D if required. If not required, check here ▶ ☑			13a	127 00
b	If box on 13a is checked, enter post-May 5 capital gain distributions	13b			
14	Other gains or (losses). Attach Form 4797			14	
15a	IRA distributions	15a		b Taxable amount (see page 25)	15b
16a	Pensions and annuities	16a	14,796 00	b Taxable amount (see page 25)	16b 14,796 00
17	Rental real estate, royalties, partnerships, S corporations, trusts, etc. Attach Schedule E			17	
18	Farm income or (loss). Attach Schedule F			18	
19	Unemployment compensation			19	
20a	Social security benefits	20a		b Taxable amount (see page 27)	20b
21	Other income. List type and amount (see page 27)			21	
22	Add the amounts in the far right column for lines 7 through 21. This is your **total income** ▶			22	64,056 00

Adjusted Gross Income

23	Educator expenses (see page 29)	23	296 00		
24	IRA deduction (see page 29)	24			
25	Student loan interest deduction (see page 31)	25	416 00		
26	Tuition and fees deduction (see page 32)	26	5,032 00		
27	Moving expenses. Attach Form 3903	27			
28	One-half of self-employment tax. Attach Schedule SE	28			
29	Self-employed health insurance deduction (see page 33)	29			
30	Self-employed SEP, SIMPLE, and qualified plans	30			
31	Penalty on early withdrawal of savings	31			
32a	Alimony paid b Recipient's SSN ▶	32a			
33	Add lines 23 through 32a			33	5,744 00
34	Subtract line 33 from line 22. This is your **adjusted gross income** ▶			34	58,312 00

For Disclosure, Privacy Act, and Paperwork Reduction Act Notice, see page 77. Cat. No. 11320B Form **1040** (2003)

Tax and Credits

Standard Deduction for—

- People who checked any box on line 36a or 36b **or** who can be claimed as a dependent, see page 34.
- All others:

Single or Married filing separately, $4,750

Married filing jointly or Qualifying widow(er), $9,500

Head of household, $7,000

35	Amount from line 34 (adjusted gross income)	35	58,312 00
36a	Check if: ☐ **You** were born before January 2, 1939, ☐ Blind. ☐ **Spouse** was born before January 2, 1939, ☐ Blind. **Total boxes checked** ▶ 36a		
b	If you are married filing separately and your spouse itemizes deductions, or you were a dual-status alien, see page 34 and check here ▶ 36b ☐		
37	**Itemized deductions** (from Schedule A) **or** your **standard deduction** (see left margin)	37	9,576 00
38	Subtract line 37 from line 35	38	48,736 00
39	If line 35 is $104,625 or less, multiply $3,050 by the total number of exemptions claimed on line 6d. If line 35 is over $104,625, see the worksheet on page 35	39	12,200 00
40	**Taxable income.** Subtract line 39 from line 38. If line 39 is more than line 38, enter -0-	40	36,536 00
41	**Tax** (see page 36). Check if any tax is from: **a** ☐ Form(s) 8814 **b** ☐ Form 4972	41	4,779 00
42	**Alternative minimum tax** (see page 38). Attach Form 6251	42	
43	Add lines 41 and 42 ▶	43	4,779 00
44	Foreign tax credit. Attach Form 1116 if required	44	
45	Credit for child and dependent care expenses. Attach Form 2441	45	
46	Credit for the elderly or the disabled. Attach Schedule R	46	
47	Education credits. Attach Form 8863	47	
48	Retirement savings contributions credit. Attach Form 8880	48	
49	Child tax credit (see page 40)	49	
50	Adoption credit. Attach Form 8839	50	
51	Credits from: **a** ☐ Form 8396 **b** ☐ Form 8859	51	
52	Other credits. Check applicable box(es): **a** ☐ Form 3800 **b** ☐ Form 8801 **c** ☐ Specify _____	52	
53	Add lines 44 through 52. These are your **total credits**	53	
54	Subtract line 53 from line 43. If line 53 is more than line 43, enter -0- ▶	54	4,779 00

Other Taxes

55	Self-employment tax. Attach Schedule SE	55	
56	Social security and Medicare tax on tip income not reported to employer. Attach Form 4137	56	
57	Tax on qualified plans, including IRAs, and other tax-favored accounts. Attach Form 5329 if required	57	
58	Advance earned income credit payments from Form(s) W-2	58	
59	Household employment taxes. Attach Schedule H	59	
60	Add lines 54 through 59. This is your **total tax** ▶	60	

Payments

If you have a qualifying child, attach Schedule EIC.

61	Federal income tax withheld from Forms W-2 and 1099	61	5,248 00
62	2003 estimated tax payments and amount applied from 2002 return	62	
63	**Earned income credit (EIC)**	63	
64	Excess social security and tier 1 RRTA tax withheld (see page 56)	64	
65	Additional child tax credit. Attach Form 8812	65	
66	Amount paid with request for extension to file (see page 56)	66	
67	Other payments from: **a** ☐ Form 2439 **b** ☐ Form 4136 **c** ☐ Form 8885	67	
68	Add lines 61 through 67. These are your **total payments** ▶	68	5,248 00

Refund

Direct deposit? See page 56 and fill in 70b, 70c, and 70d.

69	If line 68 is more than line 60, subtract line 60 from line 68. This is the amount you **overpaid**	69	469 00
70a	Amount of line 69 you want **refunded to you** ▶	70a	469 00
▶ b	Routing number 1 1 1 1 1 1 1 1 1 ▶ **c** Type: ☐ Checking ☑ Savings		
▶ d	Account number 2 2 3 3 3 4 4 4 5 5 6 6 7 7 8 8 9		
71	Amount of line 69 you want **applied to your 2004 estimated tax** ▶	71	

Amount You Owe

72	**Amount you owe.** Subtract line 68 from line 60. For details on how to pay, see page 57 ▶	72	186 00
73	Estimated tax penalty (see page 58)	73	

Third Party Designee

Do you want to allow another person to discuss this return with the IRS (see page 58)? ☐ **Yes.** Complete the following. ☐ **No**

Designee's name ▶ Phone no. ▶ ( ) Personal identification number (PIN) ▶

Sign Here

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Joint return? See page 20. Keep a copy for your records.

Your signature	Date	Your occupation	Daytime phone number
		Retired	(229) 555-1234
Spouse's signature. If a joint return, **both** must sign.	Date	Spouse's occupation	
		Educator	

Paid Preparer's Use Only

Preparer's signature	Date	Check if self-employed ☐	Preparer's SSN or PTIN
Firm's name (or yours if self-employed), address, and ZIP code	H&R Glock Valdosta, GA 31601	EIN	58 9999999
		Phone no.	(229) 555-1298

Form **1040** Department of the Treasury—Internal Revenue Service
U.S. Individual Income Tax Return 2002

(99) IRS Use Only—Do not write or staple in this space.

For the year Jan. 1–Dec. 31, 2002, or other tax year beginning , 2002, ending , 20

OMB No. 1545-0074

Label

(See instructions on page 21.)

Use the IRS label. Otherwise, please print or type.

LABEL HERE

Your first name and initial: Fred	Last name: Smith	**Your social security number:** 999 99 9999
If a joint return, spouse's first name and initial: Wilma	Last name: Smith	**Spouse's social security number:** 888 88 8888
Home address (number and street). If you have a P.O. box, see page 21.: 1234 Really Muddy Road	Apt. no.	
City, town or post office, state, and ZIP code. If you have a foreign address, see page 21.: Valdosta, GA 31606		

Important! You **must** enter your SSN(s) above.

Presidential Election Campaign (See page 21.)

Note. Checking "Yes" will not change your tax or reduce your refund.
Do you, or your spouse if filing a joint return, want $3 to go to this fund? ▶ You ☐ Yes ☑ No Spouse ☐ Yes ☑ No

Filing Status

Check only one box.

1 ☐ Single
2 ☑ Married filing jointly (even if only one had income)
3 ☐ Married filing separately. Enter spouse's SSN above and full name here. ▶
4 ☐ Head of household (with qualifying person). (See page 21.) If the qualifying person is a child but not your dependent, enter this child's name here. ▶
5 ☐ Qualifying widow(er) with dependent child (year spouse died ▶). (See page 21.)

Exemptions

6a ☑ **Yourself.** If your parent (or someone else) can claim you as a dependent on his or her tax return, **do not** check box 6a
b ☑ **Spouse**

No. of boxes checked on 6a and 6b: 2

c **Dependents:**

(1) First name Last name	(2) Dependent's social security number	(3) Dependent's relationship to you	(4) ✓ if qualifying child for child tax credit (see page 22)
Pebbles Smith	777 77 7777		☐
Fred Smith, Jr.	666 66 6666		☐
		213	☐
			☐
			☐

If more than five dependents, see page 22.

No. of children on 6c who:
- lived with you: 2
- did not live with you due to divorce or separation (see page 22):

Dependents on 6c not entered above:

d Total number of exemptions claimed — Add numbers on lines above ▶ 4

Income

Attach Forms W-2 and W-2G here. Also attach Form(s) 1099-R if tax was withheld.

If you did not get a W-2, see page 23.

Enclose, but do not attach, any payment. Also, please use **Form 1040-V.**

7	Wages, salaries, tips, etc. Attach Form(s) W-2			7	46,000 00
8a	**Taxable** interest. Attach Schedule B if required			8a	150 00
b	**Tax-exempt** interest. **Do not** include on line 8a	8b	356 00		
9	Ordinary dividends. Attach Schedule B if required			9	259 00
10	Taxable refunds, credits, or offsets of state and local income taxes (see page 24)			10	526 00
11	Alimony received			11	
12	Business income or (loss). Attach Schedule C or C-EZ			12	
13	Capital gain or (loss). Attach Schedule D if required. If not required, check here ▶ ☐			13	852 00
14	Other gains or (losses). Attach Form 4797			14	
15a	IRA distributions	15a		b Taxable amount (see page 25) 15b	
16a	Pensions and annuities	16a	14253 00	b Taxable amount (see page 25) 16b	14253 00
17	Rental real estate, royalties, partnerships, S corporations, trusts, etc. Attach Schedule E			17	
18	Farm income or (loss). Attach Schedule F			18	
19	Unemployment compensation			19	
20a	Social security benefits	20a		b Taxable amount (see page 27) 20b	
21	Other income. List type and amount (see page 29)			21	
22	Add the amounts in the far right column for lines 7 through 21. This is your **total income** ▶			22	62,040 00

Adjusted Gross Income

23	Educator expenses (see page 29)	23	214 00		
24	IRA deduction (see page 29)	24			
25	Student loan interest deduction (see page 31)	25	401 00		
26	Tuition and fees deduction (see page 32)	26	4851 00		
27	Archer MSA deduction. Attach Form 8853	27			
28	Moving expenses. Attach Form 3903	28			
29	One-half of self-employment tax. Attach Schedule SE	29			
30	Self-employed health insurance deduction (see page 33)	30			
31	Self-employed SEP, SIMPLE, and qualified plans	31			
32	Penalty on early withdrawal of savings	32			
33a	Alimony paid b Recipient's SSN ▶	33a			
34	Add lines 23 through 33a			34	5,466 00
35	Subtract line 34 from line 22. This is your **adjusted gross income** ▶			35	56,574 00

For Disclosure, Privacy Act, and Paperwork Reduction Act Notice, see page 76.

Tax and Credits

Standard Deduction for—
- People who checked any box on line 37a or 37b **or** who can be claimed as a dependent, see page 34.
- All others:

Single, $4,700
Head of household, $6,900
Married filing jointly or Qualifying widow(er), $7,850
Married filing separately, $3,925

36	Amount from line 35 (adjusted gross income)	36	56,574 00
37a	Check if: ☐ **You** were 65 or older, ☐ Blind; ☐ **Spouse** was 65 or older, ☐ Blind. Add the number of boxes checked above and enter the total here ▶ 37a		
b	If you are married filing separately and your spouse itemizes deductions, or you were a dual-status alien, see page 34 and check here ▶ 37b ☐		
38	**Itemized deductions** (from Schedule A) **or** your **standard deduction** (see left margin)	38	9,023 00
39	Subtract line 38 from line 36	39	47,551 00
40	If line 36 is $103,000 or less, multiply $3,000 by the total number of exemptions claimed on line 6d. If line 36 is over $103,000, see the worksheet on page 35	40	12,000 00
41	**Taxable income.** Subtract line 40 from line 39. If line 40 is more than line 39, enter -0-	41	35,551 00
42	**Tax** (see page 36). Check if any tax is from: **a** ☐ Form(s) 8814 **b** ☐ Form 4972	42	4,806 00
43	**Alternative minimum tax** (see page 37). Attach Form 6251	43	
44	Add lines 42 and 43 ▶	44	4,806 00
45	Foreign tax credit. Attach Form 1116 if required — 45		
46	Credit for child and dependent care expenses. Attach Form 2441 — 46		
47	Credit for the elderly or the disabled. Attach Schedule R — 47		
48	Education credits. Attach Form 8863 — 48		
49	Retirement savings contributions credit. Attach Form 8880 — 49		
50	Child tax credit (see page 39) — 50		
51	Adoption credit. Attach Form 8839 — 51		
52	Credits from: **a** ☐ Form 8396 **b** ☐ Form 8859 — 52		
53	Other credits. Check applicable box(es): **a** ☐ Form 3800 **b** ☐ Form 8801 **c** ☐ Specify _____ — 53		
54	Add lines 45 through 53. These are your **total credits**	54	
55	Subtract line 54 from line 44. If line 54 is more than line 44, enter -0- ▶	55	4,806 00

Other Taxes

56	Self-employment tax. Attach Schedule SE	56	
57	Social security and Medicare tax on tip income not reported to employer. Attach Form 4137	57	
58	Tax on qualified plans, including IRAs, and other tax-favored accounts. Attach Form 5329 if required	58	
59	Advance earned income credit payments from Form(s) W-2	59	
60	Household employment taxes. Attach Schedule H	60	
61	Add lines 55 through 60. This is your **total tax** ▶	61	

Payments

If you have a qualifying child, attach Schedule EIC.

62	Federal income tax withheld from Forms W-2 and 1099 — 62 — 5,189 00		
63	2002 estimated tax payments and amount applied from 2001 return — 63		
64	**Earned income credit (EIC)** — 64		
65	Excess social security and tier 1 RRTA tax withheld (see page 56) — 65		
66	Additional child tax credit. Attach Form 8812 — 66		
67	Amount paid with request for extension to file (see page 56) — 67		
68	Other payments from: **a** ☐ Form 2439 **b** ☐ Form 4136 **c** ☐ Form 8885 — 68		
69	Add lines 62 through 68. These are your **total payments** ▶	69	5,189 00

Refund

Direct deposit? See page 56 and fill in 71b, 71c, and 71d.

70	If line 69 is more than line 61, subtract line 61 from line 69. This is the amount you **overpaid**	70	383 00
71a	Amount of line 70 you want **refunded to you** ▶	71a	383 00
▶ b	Routing number 1 1 1 1 1 1 1 1 1 ▶ **c** Type: ☐ Checking ☑ Savings		
▶ d	Account number 2 2 3 3 3 4 4 4 5 5 6 6 7 7 8 8 9		
72	Amount of line 70 you want **applied to your 2003 estimated tax** ▶ — 72		

Amount You Owe

73	**Amount you owe.** Subtract line 69 from line 61. For details on how to pay, see page 57 ▶	73	186 00
74	Estimated tax penalty (see page 57) — 74		

Third Party Designee

Do you want to allow another person to discuss this return with the IRS (see page 58)? ☐ **Yes.** Complete the following. ☐ **No**

Designee's name ▶ Phone no. ▶ ( ) Personal identification number (PIN) ▶

Sign Here

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Joint return? See page 21. Keep a copy for your records.

Your signature	Date	Your occupation	Daytime phone number
		Retired	(229) 555-1234
Spouse's signature. If a joint return, **both** must sign.	Date	Spouse's occupation	
		Educator	

Paid Preparer's Use Only

Preparer's signature ▶	Date	Check if self-employed ☐	Preparer's SSN or PTIN
Firm's name (or yours if self-employed), address, and ZIP code ▶	H&R Glock Valdosta, GA 31601	EIN	58 9999999
		Phone no.	(229) 555-1298

Form **1040** Department of the Treasury—Internal Revenue Service **U.S. Individual Income Tax Return** **2001** (99) IRS Use Only—Do not write or staple in this space.

For the year Jan. 1–Dec. 31, 2001, or other tax year beginning , , ending , OMB No. 1545-0074

Label

(See instructions on page 21.)

Use the IRS label. Otherwise, please print or type.

LABEL HERE

Your first name and initial	Last name	Your social security number
Fred	Smith	999 99 9999
If a joint return, spouse's first name and initial	Last name	Spouse's social security number
Wilma	Smith	888 88 8888

Home address (number and street). If you have a P.O. box, see page 21. Apt. no.
1234 Really Muddy Road

City, town or post office, state, and ZIP code. If you have a foreign address, see page 21.
Valdosta, GA 31606

Important! You **must** enter your SSN(s) above.

Presidential Election Campaign (See page 21.)

Note. Checking "Yes" will not change your tax or reduce your refund.
Do you, or your spouse if filing a joint return, want $3 to go to this fund? ▶ You ☐ Yes ☑ No Spouse ☐ Yes ☑ No

Filing Status

Check only one box.

1 ☐ Single
2 ☑ Married filing jointly (even if only one had income)
3 ☐ Married filing separately. Enter spouse's SSN above and full name here. ▶
4 ☐ Head of household (with qualifying person). (See page 21.) If the qualifying person is a child but not your dependent, enter this child's name here. ▶
5 ☐ Qualifying widow(er) with dependent child (year spouse died ▶). (See page 21.)

Exemptions

6a ☑ **Yourself.** If your parent (or someone else) can claim you as a dependent on his or her tax return, **do not** check box 6a
b ☑ **Spouse**

No. of boxes checked on 6a and 6b: 2

c **Dependents:**

(1) First name Last name	(2) Dependent's social security number	(3) Dependent's relationship to you	(4) ✓ if qualifying child for child tax credit (see page 22)
Pebbles Smith	777 77 7777		☐
Fred Smith, Jr.	666 66 6666		☐
		213	☐
			☐
			☐

If more than five dependents, see page 22.

No. of children on 6c who:
- lived with you: 2
- did not live with you due to divorce or separation (see page 22):

Dependents on 6c not entered above:

d Total number of exemptions claimed — Add numbers on lines above ▶ 4

Income

Attach Forms W-2 and W-2G here. Also attach Form(s) 1099-R if tax was withheld.

If you did not get a W-2, see page 23.

Enclose, but do not attach, any payment. Also, please use **Form 1040-V.**

7	Wages, salaries, tips, etc. Attach Form(s) W-2			7	44,900 00
8a	**Taxable** interest. Attach Schedule B if required			8a	189 00
b	**Tax-exempt** interest. **Do not** include on line 8a	8b	406 00		
9	Ordinary dividends. Attach Schedule B if required			9	118 00
10	Taxable refunds, credits, or offsets of state and local income taxes (see page 24)			10	
11	Alimony received			11	
12	Business income or (loss). Attach Schedule C or C-EZ			12	
13	Capital gain or (loss). Attach Schedule D if required. If not required, check here ▶ ☐			13	548 00
14	Other gains or (losses). Attach Form 4797			14	
15a	IRA distributions	15a		b Taxable amount (see page 25) 15b	
16a	Pensions and annuities	16a	13,946 00	b Taxable amount (see page 25) 16b	13,946 00
17	Rental real estate, royalties, partnerships, S corporations, trusts, etc. Attach Schedule E			17	
18	Farm income or (loss). Attach Schedule F			18	
19	Unemployment compensation			19	
20a	Social security benefits	20a		b Taxable amount (see page 27) 20b	
21	Other income. List type and amount (see page 29)			21	
22	Add the amounts in the far right column for lines 7 through 21. This is your **total income** ▶			22	59,701 00

Adjusted Gross Income

23	Educator expenses (see page 29)	23			
24	IRA deduction (see page 29)	24			
25	Student loan interest deduction (see page 31)	25	214 00		
26	Tuition and fees deduction (see page 32)	26	2,400 00		
27	Archer MSA deduction. Attach Form 8853	27			
28	Moving expenses. Attach Form 3903	28			
29	One-half of self-employment tax. Attach Schedule SE	29			
30	Self-employed health insurance deduction (see page 33)	30			
31	Self-employed SEP, SIMPLE, and qualified plans	31			
32	Penalty on early withdrawal of savings	32			
33a	Alimony paid b Recipient's SSN ▶	33a			
34	Add lines 23 through 33a			34	2,614 00
35	Subtract line 34 from line 22. This is your **adjusted gross income** ▶			35	57,087 00

For Disclosure, Privacy Act, and Paperwork Reduction Act Notice, see page 76.

Tax and Credits

Standard Deduction for—
- People who checked any box on line 37a or 37b **or** who can be claimed as a dependent, see page 34.
- All others:
  - Single, $4,700
  - Head of household, $6,900
  - Married filing jointly or Qualifying widow(er), $7,850
  - Married filing separately, $3,925

36	Amount from line 35 (adjusted gross income)		36	57,087 00
37a	Check if: ☐ **You** were 65 or older, ☐ Blind; ☐ **Spouse** was 65 or older, ☐ Blind. Add the number of boxes checked above and enter the total here ▶ 37a			
b	If you are married filing separately and your spouse itemizes deductions, or you were a dual-status alien, see page 34 and check here ▶ 37b ☐			
38	**Itemized deductions** (from Schedule A) **or** your **standard deduction** (see left margin)		38	6,589 00
39	Subtract line 38 from line 36		39	50,498 00
40	If line 36 is $103,000 or less, multiply $3,000 by the total number of exemptions claimed on line 6d. If line 36 is over $103,000, see the worksheet on page 35		40	12,000 00
41	**Taxable income.** Subtract line 40 from line 39. If line 40 is more than line 39, enter -0-		41	38,498 00
42	**Tax** (see page 36). Check if any tax is from: **a** ☐ Form(s) 8814 **b** ☐ Form 4972		42	5,275 00
43	**Alternative minimum tax** (see page 37). Attach Form 6251		43	
44	Add lines 42 and 43 ▶		44	5,275 00
45	Foreign tax credit. Attach Form 1116 if required	45		
46	Credit for child and dependent care expenses. Attach Form 2441	46		
47	Credit for the elderly or the disabled. Attach Schedule R	47		
48	Education credits. Attach Form 8863	48		
49	Retirement savings contributions credit. Attach Form 8880	49		
50	Child tax credit (see page 39)	50		
51	Adoption credit. Attach Form 8839	51		
52	Credits from: **a** ☐ Form 8396 **b** ☐ Form 8859	52		
53	Other credits. Check applicable box(es): **a** ☐ Form 3800 **b** ☐ Form 8801 **c** ☐ Specify _____	53		
54	Add lines 45 through 53. These are your **total credits**		54	
55	Subtract line 54 from line 44. If line 54 is more than line 44, enter -0- ▶		55	5,275 00

Other Taxes

56	Self-employment tax. Attach Schedule SE	56	
57	Social security and Medicare tax on tip income not reported to employer. Attach Form 4137	57	
58	Tax on qualified plans, including IRAs, and other tax-favored accounts. Attach Form 5329 if required	58	
59	Advance earned income credit payments from Form(s) W-2	59	
60	Household employment taxes. Attach Schedule H	60	
61	Add lines 55 through 60. This is your **total tax** ▶	61	

Payments

If you have a qualifying child, attach Schedule EIC.

62	Federal income tax withheld from Forms W-2 and 1099	62	5,089 00	
63	2002 estimated tax payments and amount applied from 2001 return	63		
64	**Earned income credit (EIC)**	64		
65	Excess social security and tier 1 RRTA tax withheld (see page 56)	65		
66	Additional child tax credit. Attach Form 8812	66		
67	Amount paid with request for extension to file (see page 56)	67		
68	Other payments from: **a** ☐ Form 2439 **b** ☐ Form 4136 **c** ☐ Form 8885	68		
69	Add lines 62 through 68. These are your **total payments** ▶			69 5,089 00

Refund

Direct deposit? See page 56 and fill in 71b, 71c, and 71d.

70	If line 69 is more than line 61, subtract line 61 from line 69. This is the amount you **overpaid**		70
71a	Amount of line 70 you want **refunded to you** ▶		71a
▶ b	Routing number ▶ c Type: ☐ Checking ☐ Savings		
▶ d	Account number		
72	Amount of line 70 you want **applied to your 2003 estimated tax** ▶	72	

Amount You Owe

73	**Amount you owe.** Subtract line 69 from line 61. For details on how to pay, see page 57 ▶		73	186 00
74	Estimated tax penalty (see page 57)	74		

Third Party Designee

Do you want to allow another person to discuss this return with the IRS (see page 58)? ☐ **Yes.** Complete the following. ☐ **No**

Designee's name ▶ Phone no. ▶ ( ) Personal identification number (PIN) ▶

Sign Here

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.

Joint return? See page 21. Keep a copy for your records.

Your signature	Date	Your occupation	Daytime phone number
		Retired	(229) 555-1234
Spouse's signature. If a joint return, **both** must sign.	Date	Spouse's occupation	
		Educator	

Paid Preparer's Use Only

Preparer's signature ▶	Date	Check if self-employed ☐	Preparer's SSN or PTIN
Firm's name (or yours if self-employed), address, and ZIP code ▶	H&R Glock Valdosta, GA 31601	EIN	58 9999999
		Phone no.	(229) 555-1298

Job Description

The overseer shall be responsible for the following actions:

> Collection of monthly and nightly rentals, as well as boat slip rentals, and their timely deposit into the operating account as set forth by the ownership and management of Big Time Fun Campground.
>
> Weekly mowing, trimming, hedge clipping, blowing, weed-eating, and other lawn-care duties.
>
> Any other duties as directed by the ownership and management of Big Time Fun Campground.

The rate of pay for the overseer shall be $150 weekly. No benefits shall be provided other than social security and unemployment insurance.

SCHEDULE C (Form 1040)

Department of the Treasury
Internal Revenue Service (99)

Profit or Loss From Business

(Sole Proprietorship)

▶ **Partnerships, joint ventures, etc., must file Form 1065 or 1065-B.**

▶ **Attach to Form 1040 or 1041.** ▶ **See Instructions for Schedule C (Form 1040).**

Appendix F, Tax Returns

2003

Attachment Sequence No. **09**

Name of proprietor: John Rubble

Social security number (SSN): 333 33 3333

A Principal business or profession, including product or service (see page C-2 of the instructions): Campground

B Enter code from pages C-7, 8, & 9 ▶ 7 2 1 2 1 1

C Business name. If no separate business name, leave blank.: Big Time Fun Campground

D Employer ID number (EIN), if any

E Business address (including suite or room no.) ▶ 5897 Okefenokee Way
City, town or post office, state, and ZIP code: Any City, GA 31599

F Accounting method: **(1)** ☑ Cash **(2)** ☐ Accrual **(3)** ☐ Other (specify) ▶

G Did you "materially participate" in the operation of this business during 2003? If "No," see page C-3 for limit on losses . ☑ **Yes** ☐ **No**

H If you started or acquired this business during 2003, check here . . . . . ▶ ☐

Part I Income

1	Gross receipts or sales. **Caution.** If this income was reported to you on Form W-2 and the "Statutory employee" box on that form was checked, see page C-3 and check here ▶ ☐	1	58,023 00
2	Returns and allowances	2	
3	Subtract line 2 from line 1	3	58,023 00
4	Cost of goods sold (from line 42 on page 2)	4	
5	**Gross profit.** Subtract line 4 from line 3	5	58,023 00
6	Other income, including Federal and state gasoline or fuel tax credit or refund (see page C-3)	6	213 00
7	**Gross income.** Add lines 5 and 6 ▶	7	58,236 00

Part II Expenses. Enter expenses for business use of your home **only** on line 30.

8	Advertising	8	588 00	19	Pension and profit-sharing plans	19	
9	Car and truck expenses (see page C-3)	9	578 00	20	Rent or lease (see page C-5):		
				a	Vehicles, machinery, and equipment	20a	
10	Commissions and fees	10		b	Other business property	20b	
11	Contract labor (see page C-4)	11		21	Repairs and maintenance	21	1,056 00
12	Depletion	12		22	Supplies (not included in Part III)	22	417 00
13	Depreciation and section 179 expense deduction (not included in Part III) (see page C-4)	13	988 00	23	Taxes and licenses	23	150 00
				24	Travel, meals, and entertainment:		
				a	Travel	24a	
14	Employee benefit programs (other than on line 19)	14		b	Meals and entertainment		
15	Insurance (other than health)	15	850 00	c	Enter nondeductible amount included on line 24b (see page C-5)		
16	Interest:						
a	Mortgage (paid to banks, etc.)	16a	4950 00	d	Subtract line 24c from line 24b	24d	
b	Other	16b		25	Utilities	25	9,801 00
17	Legal and professional services	17	500 00	26	Wages (less employment credits)	26	
18	Office expense	18	125 00	27	Other expenses (from line 48 on page 2)	27	

28	**Total expenses** before expenses for business use of home. Add lines 8 through 27 in columns ▶	28	20,003 00
29	Tentative profit (loss). Subtract line 28 from line 7	29	38,233 00
30	Expenses for business use of your home. Attach **Form 8829**	30	
31	**Net profit or (loss).** Subtract line 30 from line 29. • If a profit, enter on **Form 1040, line 12,** and **also** on **Schedule SE, line 2** (statutory employees, see page C-6). Estates and trusts, enter on Form 1041, line 3. • If a loss, you **must** go to line 32.	31	

32 If you have a loss, check the box that describes your investment in this activity (see page C-6).
• If you checked 32a, enter the loss on **Form 1040, line 12,** and **also** on **Schedule SE, line 2** (statutory employees, see page C-6). Estates and trusts, enter on Form 1041, line 3.
• If you checked 32b, you **must** attach **Form 6198.**

32a ☑ All investment is at risk.
32b ☐ Some investment is not at risk.

Part III Cost of Goods Sold (see page C-6)

33 Method(s) used to value closing inventory: a ☐ Cost b ☐ Lower of cost or market c ☐ Other (attach explanation)

34 Was there any change in determining quantities, costs, or valuations between opening and closing inventory? If "Yes," attach explanation . . . ☐ Yes ☐ No

35	Inventory at beginning of year. If different from last year's closing inventory, attach explanation	35	
36	Purchases less cost of items withdrawn for personal use	36	
37	Cost of labor. Do not include any amounts paid to yourself	37	
38	Materials and supplies	38	
39	Other costs	39	
40	Add lines 35 through 39	40	
41	Inventory at end of year	41	
42	**Cost of goods sold.** Subtract line 41 from line 40. Enter the result here and on page 1, line 4	42	

Part IV Information on Your Vehicle.

Complete this part **only** if you are claiming car or truck expenses on line 9 and are not required to file Form 4562 for this business. See the instructions for line 13 on page C-4 to find out if you must file Form 4562.

43 When did you place your vehicle in service for business purposes? (month, day, year) ► 04 / 01 / 1999

44 Of the total number of miles you drove your vehicle during 2003, enter the number of miles you used your vehicle for:

a Business 1,540 b Commuting 0 c Other 18,123

45 Do you (or your spouse) have another vehicle available for personal use? . . . ☑ Yes ☐ No

46 Was your vehicle available for personal use during off-duty hours? . . . ☑ Yes ☐ No

47a Do you have evidence to support your deduction? . . . ☑ Yes ☐ No

b If "Yes," is the evidence written? . . . ☑ Yes ☐ No

Part V Other Expenses.

List below business expenses not included on lines 8–26 or line 30.

48 **Total other expenses.** Enter here and on page 1, line 27	48	

SCHEDULE C (Form 1040)

Department of the Treasury
Internal Revenue Service (99)

Profit or Loss From Business

(Sole Proprietorship)

▶ **Partnerships, joint ventures, etc., must file Form 1065 or 1065-B.**

▶ **Attach to Form 1040 or 1041.** ▶ **See Instructions for Schedule C (Form 1040).**

OMB No. 1545-0074

2002

Attachment Sequence No. **09**

Name of proprietor: **John Rubble**

Social security number (SSN): 333 33 3333

A Principal business or profession, including product or service (see page C-1 of the instructions): **Campground**

B Enter code from pages C-7, 8, & 9 ▶ 7 2 1 2 1 1

C Business name. If no separate business name, leave blank.: **Big Time Fun Campground**

D Employer ID number (EIN), if any

E Business address (including suite or room no.) ▶ **5897 Okefenokee Way**
City, town or post office, state, and ZIP code **Any City, GA 31599**

F Accounting method: **(1)** ☑ Cash **(2)** ☐ Accrual **(3)** ☐ Other (specify) ▶

G Did you "materially participate" in the operation of this business during 2002? If "No," see page C-3 for limit on losses . ☑ **Yes** ☐ **No**

H If you started or acquired this business during 2002, check here . . . . . ▶ ☐

Part I Income

1	Gross receipts or sales. **Caution.** If this income was reported to you on Form W-2 and the "Statutory employee" box on that form was checked, see page C-3 and check here ▶ ☐	1	56,444	00
2	Returns and allowances	2		
3	Subtract line 2 from line 1	3	56,444	00
4	Cost of goods sold (from line 42 on page 2)	4		
5	**Gross profit.** Subtract line 4 from line 3	5	56,444	00
6	Other income, including Federal and state gasoline or fuel tax credit or refund (see page C-3)	6	213	
7	**Gross income.** Add lines 5 and 6 ▶	7	56,444	00

Part II Expenses. Enter expenses for business use of your home **only** on line 30.

8	Advertising	8	825	00	19	Pension and profit-sharing plans	19		
9	Bad debts from sales or services (see page C-3)	9			20	Rent or lease (see page C-5):			
					a	Vehicles, machinery, and equipment	20a		
10	Car and truck expenses (see page C-3)	10	684	00	b	Other business property	20b		
					21	Repairs and maintenance	21	900	00
11	Commissions and fees	11			22	Supplies (not included in Part III)	22	275	00
12	Depletion	12			23	Taxes and licenses	23	135	00
13	Depreciation and section 179 expense deduction (not included in Part III) (see page C-4)	13	1024	00	24	Travel, meals, and entertainment:			
					a	Travel	24a		
14	Employee benefit programs (other than on line 19)	14			b	Meals and entertainment			
15	Insurance (other than health)	15	826	00	c	Enter nondeductible amount included on line 24b (see page C-5)			
16	Interest:								
a	Mortgage (paid to banks, etc.)	16a	6,523	00	d	Subtract line 24c from line 24b	24d		
b	Other	16b			25	Utilities	25	10,018	00
17	Legal and professional services	17	475	00	26	Wages (less employment credits)	26		
18	Office expense	18	365	00	27	Other expenses (from line 48 on page 2)	27		

28	**Total expenses** before expenses for business use of home. Add lines 8 through 27 in columns ▶	28	22,050	00
29	Tentative profit (loss). Subtract line 28 from line 7	29	34,394	00
30	Expenses for business use of your home. Attach **Form 8829**	30		
31	**Net profit or (loss).** Subtract line 30 from line 29. • If a profit, enter on **Form 1040, line 12,** and **also** on **Schedule SE, line 2** (statutory employees, see page C-6). Estates and trusts, enter on Form 1041, line 3. • If a loss, you **must** go to line 32.	31	34,394	00

32 If you have a loss, check the box that describes your investment in this activity (see page C-6).
• If you checked 32a, enter the loss on **Form 1040, line 12,** and **also** on **Schedule SE, line 2** (statutory employees, see page C-6). Estates and trusts, enter on Form 1041, line 3.
• If you checked 32b, you **must** attach **Form 6198.**

32a ☑ All investment is at risk.
32b ☐ Some investment is not at risk.

Part III Cost of Goods Sold (see page C-6)

33 Method(s) used to value closing inventory: a ☐ Cost b ☐ Lower of cost or market c ☐ Other (attach explanation)

34 Was there any change in determining quantities, costs, or valuations between opening and closing inventory? If "Yes," attach explanation . . . ☐ Yes ☐ No

35	Inventory at beginning of year. If different from last year's closing inventory, attach explanation	35	
36	Purchases less cost of items withdrawn for personal use	36	
37	Cost of labor. Do not include any amounts paid to yourself	37	
38	Materials and supplies	38	
39	Other costs	39	
40	Add lines 35 through 39	40	
41	Inventory at end of year	41	
42	**Cost of goods sold.** Subtract line 41 from line 40. Enter the result here and on page 1, line 4	42	

Part IV Information on Your Vehicle.

Complete this part **only** if you are claiming car or truck expenses on line 10 and are not required to file Form 4562 for this business. See the instructions for line 13 on page C-4 to find out if you must file.

43 When did you place your vehicle in service for business purposes? (month, day, year) ► 04 / 01 / 1999

44 Of the total number of miles you drove your vehicle during 2002, enter the number of miles you used your vehicle for:

a Business 1,900 b Commuting c Other 12,222

45 Do you (or your spouse) have another vehicle available for personal use? ☑ Yes ☐ No

46 Was your vehicle available for personal use during off-duty hours? ☑ Yes ☐ No

47a Do you have evidence to support your deduction? ☑ Yes ☐ No

b If "Yes," is the evidence written? ☑ Yes ☐ No

Part V Other Expenses.

List below business expenses not included on lines 8–26 or line 30.

48 **Total other expenses.** Enter here and on page 1, line 27	48	

SCHEDULE C (Form 1040)

Department of the Treasury
Internal Revenue Service (99)

Profit or Loss From Business

(Sole Proprietorship)

▶ **Partnerships, joint ventures, etc., must file Form 1065 or 1065-B.**

▶ **Attach to Form 1040 or 1041.** ▶ **See Instructions for Schedule C (Form 1040).**

OMB No. 1545-0074

2001

Attachment Sequence No. **09**

Name of proprietor: **John Rubble**

Social security number (SSN): 333 33 3333

A Principal business or profession, including product or service (see page C-1 of the instructions): **Campground**

B Enter code from pages C-7, 8, & 9 ▶ 7 2 1 2 1 1

C Business name. If no separate business name, leave blank.: **Big Time Fun Campground**

D Employer ID number (EIN), if any

E Business address (including suite or room no.) ▶ **5897 Okefenokee Way**
City, town or post office, state, and ZIP code **Any City, GA 31599**

F Accounting method: **(1)** ☑ Cash **(2)** ☐ Accrual **(3)** ☐ Other (specify) ▶

G Did you "materially participate" in the operation of this business during 2002? If "No," see page C-3 for limit on losses . ☑ **Yes** ☐ **No**

H If you started or acquired this business during 2002, check here . . . . . ▶ ☐

Part I Income

1	Gross receipts or sales. **Caution.** If this income was reported to you on Form W-2 and the "Statutory employee" box on that form was checked, see page C-3 and check here ▶ ☐	1	48,572	00
2	Returns and allowances	2	45	00
3	Subtract line 2 from line 1	3	48,527	00
4	Cost of goods sold (from line 42 on page 2)	4		
5	**Gross profit.** Subtract line 4 from line 3	5	48,527	00
6	Other income, including Federal and state gasoline or fuel tax credit or refund (see page C-3)	6	213	00
7	**Gross income.** Add lines 5 and 6 ▶	7	48,727	00

Part II Expenses. Enter expenses for business use of your home **only** on line 30.

8	Advertising	8	200	00	19	Pension and profit-sharing plans	19	
9	Bad debts from sales or services (see page C-3)	9			20	Rent or lease (see page C-5):		
					a	Vehicles, machinery, and equipment	20a	
10	Car and truck expenses (see page C-3)	10	650	00	b	Other business property	20b	
					21	Repairs and maintenance	21	2800 00
11	Commissions and fees	11			22	Supplies (not included in Part III)	22	150 00
12	Depletion	12			23	Taxes and licenses	23	135 00
13	Depreciation and section 179 expense deduction (not included in Part III) (see page C-4)	13	1024	00	24	Travel, meals, and entertainment:		
					a	Travel	24a	
14	Employee benefit programs (other than on line 19)	14			b	Meals and entertainment		
15	Insurance (other than health)	15	1,509	00	c	Enter nondeductible amount included on line 24b (see page C-5)		
16	Interest:							
a	Mortgage (paid to banks, etc.)	16a	9,589	00	d	Subtract line 24c from line 24b	24d	
b	Other	16b	2,150	00	25	Utilities	25	10,018 00
17	Legal and professional services	17	400	00	26	Wages (less employment credits)	26	
18	Office expense	18			27	Other expenses (from line 48 on page 2)	27	1,400 00

28	**Total expenses** before expenses for business use of home. Add lines 8 through 27 in columns ▶	28	30,025 00
29	Tentative profit (loss). Subtract line 28 from line 7	29	18,702 00
30	Expenses for business use of your home. Attach **Form 8829**	30	
31	**Net profit or (loss).** Subtract line 30 from line 29. • If a profit, enter on **Form 1040, line 12,** and **also** on **Schedule SE, line 2** (statutory employees, see page C-6). Estates and trusts, enter on Form 1041, line 3. • If a loss, you **must** go to line 32.	31	18,702 00

32 If you have a loss, check the box that describes your investment in this activity (see page C-6).
• If you checked 32a, enter the loss on **Form 1040, line 12,** and **also** on **Schedule SE, line 2** (statutory employees, see page C-6). Estates and trusts, enter on Form 1041, line 3.
• If you checked 32b, you **must** attach **Form 6198.**

32a ☑ All investment is at risk.
32b ☐ Some investment is not at risk.

Part III Cost of Goods Sold (see page C-6)

33 Method(s) used to value closing inventory: a ☐ Cost b ☐ Lower of cost or market c ☐ Other (attach explanation)

34 Was there any change in determining quantities, costs, or valuations between opening and closing inventory? If "Yes," attach explanation . . . ☐ Yes ☐ No

35	Inventory at beginning of year. If different from last year's closing inventory, attach explanation	35	
36	Purchases less cost of items withdrawn for personal use	36	
37	Cost of labor. Do not include any amounts paid to yourself	37	
38	Materials and supplies	38	
39	Other costs	39	
40	Add lines 35 through 39	40	
41	Inventory at end of year	41	
42	**Cost of goods sold.** Subtract line 41 from line 40. Enter the result here and on page 1, line 4	42	

Part IV Information on Your Vehicle.

Complete this part **only** if you are claiming car or truck expenses on line 10 and are not required to file Form 4562 for this business. See the instructions for line 13 on page C-4 to find out if you must file.

43 When did you place your vehicle in service for business purposes? (month, day, year) ► 04 / 01 / 1999

44 Of the total number of miles you drove your vehicle during 2002, enter the number of miles you used your vehicle for:

a Business 2,000 b Commuting c Other 10,500

45 Do you (or your spouse) have another vehicle available for personal use? ☑ Yes ☐ No

46 Was your vehicle available for personal use during off-duty hours? ☑ Yes ☐ No

47a Do you have evidence to support your deduction? ☑ Yes ☐ No

b If "Yes," is the evidence written? ☑ Yes ☐ No

Part V Other Expenses.

List below business expenses not included on lines 8–26 or line 30.

Tools	1400	00

48 **Total other expenses.** Enter here and on page 1, line 27 . . . 48