

Self-employed income and expenditure certificate

For the period from / / to / / = weeks/days

Income

Total invoiced or billed including gratuities and tips £

Expenditure

Accountancy or book-keeping charges	£
Advertising	£
Bank charges	£
Business entertainment	£
Business rates (NNDR)	£
Capital repayments on loans, mortgages or hire purchase agreements	£
Carriage or packing and delivery costs	£
Depreciation	£
Drawings (wages or salaries paid to owners of the business)	£
Heat, light, hot water for business use only	£
Hire or leasing charges	£
Insurance	£
Interest on loans, mortgages or hire purchase agreements	£
Money spent setting up or expanding the business	£
Petrol for business use only	£
Postage and stationery for business use only	£
Rent for business use only	£
Repairs not covered by insurance	£
Road tax for business use only	£
Stock or materials necessary to carry out your business	£
Telephone for business use only	£
Use of home as office	£
Wages or salaries paid to employees (excluding drawings)	£
Water rates for business use only	£

If you have any other expenses not listed above, please provide details

Total expenditure £

Net profit

£

Declaration

I confirm the information I have given is true and complete. I will tell the Benefits Service immediately if the income I receive from self-employment considerably increases or decreases.

Name of person running business **Date** / /

Signature of person running business **Date** / /

Name of person claiming benefit

Address of person claiming benefit