# Self-Employment / Business Income

2026 Schedule C Organizer · Form GTP-2



**How to use this form**

1. Open it on your phone or computer (iPhone: Files app or Adobe Acrobat Reader; Android: Google Drive or Acrobat).
2. Tap a box to type. Save the file. Every amount should come from a real record: receipt, invoice, bank or card statement.

Use one form for each business. Check "Records" when you have the receipts, statements or invoices for that amount.

## 1. Business details

Owner name

Business name (if any)

Date business started

What the business does (product or service)

Business address (if different from home)

**Type:** ☐ Sole proprietor ☐ Single-member LLC ☐ Other (explain in notes)

**This year was:** ☐ Full year ☐ Started in 2026 ☐ Closed in 2026

## 2. Income

*Report ALL income, including cash, checks, Zelle, Cash App and Venmo, even if no form was sent.*

| | Amount $ | Records | | Amount $ | Records |
|---|---|---|---|---|---|
| Income shown on Forms 1099-NEC | | ☐ | Income shown on Forms 1099-K | | ☐ |
| Income shown on Forms 1099-MISC | | ☐ | Cash, checks and app payments with no form | | ☐ |
| Refunds and returns you gave customers | | ☐ | Other business income | | ☐ |

## 3. Inventory (only if you sell products)

| | Amount $ | Records | | Amount $ | Records |
|---|---|---|---|---|---|
| Inventory on hand January 1, 2026 | | ☐ | Inventory purchases during 2026 | | ☐ |
| Materials and supplies used to make products | | ☐ | Inventory on hand December 31, 2026 | | ☐ |

## 4. Expenses

*Business part only. If something is used for personal and business, enter only the business share.*

| | Amount $ | Records | | Amount $ | Records |
|---|---|---|---|---|---|
| Advertising and marketing | | ☐ | Contract labor (people you paid, not employees) | | ☐ |
| Commissions and fees | | ☐ | Platform and payment-processing fees | | ☐ |
| Insurance (business, not health) | | ☐ | Interest on business loans and cards | | ☐ |
| Legal and professional fees | | ☐ | Office expenses and postage | | ☐ |
| Rent — equipment or vehicles | | ☐ | Rent — office, shop or booth | | ☐ |
| Repairs and maintenance | | ☐ | Supplies | | ☐ |
| Taxes, licenses and permits | | ☐ | Travel (airfare, hotel) | | ☐ |

| | | | | | |
|---|---|---|---|---|---|
| Business meals | | ☐ | Utilities (business location) | | ☐ |
| Phone and internet (business share) | | ☐ | Software and subscriptions | | ☐ |
| Shipping and packaging | | ☐ | Wages paid to employees (W-2) | | ☐ |
| Uniforms and safety gear | | ☐ | Education and training for this business | | ☐ |
| Bank fees | | ☐ | Other (explain in notes) | | ☐ |

*Car and truck costs: fill out Form GTP-3 instead of listing them here.*

## 5. Equipment and big purchases in 2026

*Computers, tools, machines, furniture, vehicles. Upload the receipt for each item.*

| Item | Date bought | Cost $ | Business use % | New or used |
|---|---|---|---|---|
| | | | | |
| | | | | |
| | | | | |
| | | | | |
| | | | | |

## 6. Home office (only if you use part of your home regularly and only for business)

| Square feet used only for business | Total square feet of the home | Months used in 2026 |
|---|---|---|
| | | |

| | Amount $ | Records | | Amount $ | Records |
|---|---|---|---|---|---|
| Rent or mortgage interest (whole home) | | ☐ | Utilities (whole home) | | ☐ |
| Home insurance (whole home) | | ☐ | Repairs to the home | | ☐ |

## 7. Questions

| | | |
|---|---|---|
| Did you pay any person or company $2,000 or more for services in 2026? | ☐ Yes | ☐ No |
| If yes, did you get a Form W-9 from them? | ☐ Yes | ☐ No |
| Do you keep a separate bank account or card for the business? | ☐ Yes | ☐ No |
| Did you make a profit in at least 3 of the last 5 years? | ☐ Yes | ☐ No |

Notes (explain "Other" amounts, unusual items)

## Your confirmation

*I confirm that the information on this form is true and complete to the best of my knowledge, and that every amount comes from my own records, not from estimates. I will keep those records and give copies to G Tax Planners on request.*

| Your name | Your signature (type your full name) | Date |
|---|---|---|
| | | |

| Spouse name (if filing jointly) | Spouse signature | Spouse date |
|---|---|---|
| | | |