

# Income and expenditure for sole traders

We need to know how much money you have coming in and going out each week.

We also need to know about your debts and money you have in a bank or building society.

Include all essential and non-essential outgoings. Expenses include: food bills; regular weekly, monthly or quarterly payments for things like clothing; school meals; travel to work or school; TV licence and rental; court fines; special diet; bills like water rates, gas, electricity, child care costs, telephone. This is not a complete list. Include all the payments you make, even occasional payments for things you might pay for once every three, six or twelve months.

Please add more rows to the tables if needed.

## Expenses

| Type of expense | Special circumstances that you want us to consider | Amount (£) | How often it’s paid (weekly, monthly etc) |
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Debts - include rent, council tax, fuel, utilities, loans and credit cards

| Company owed | Total amount owed (£) | Amount and frequency of repayments (weekly, monthly, etc) |
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Income from all sources - including any benefits, tax credits and Universal Credit

| Type of income | Who receives it | Amount (£) | How often it’s paid (weekly, monthly, etc) |
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Money in banks or building societies - include current accounts

| Bank / Building Society name | Current balance (£) |
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