



SELF EMPLOYED TAXI DRIVER INCOME AND EXPENDITURE FORM

IMPORTANT NOTES - PLEASE READ

The information requested on this form is needed so that your self-employed earnings, as a taxi driver, can be accurately estimated for the next period of benefit to be determined.

If you have been working as a self-employed taxi driver for 3 complete calendar months or more, please fill in the columns headed actual gross income and actual expenses. You must also fill in the columns headed estimated gross income and estimated expenses for the next 3 months.

If you have been working as a self-employed taxi driver for less than 3 months, please fill in the columns headed actual gross income and actual expenses from the date your self-employment began. You must also fill in the columns headed estimated gross income and estimated expenses for the next 6 months.

YOU MUST FILL IN EVERY SECTION IN FULL. THE INFORMATION THAT YOU GIVE WILL BE TREATED AS STRICTLY CONFIDENTIAL

PART 1. ABOUT YOU

What is your name?

What is your home address?

Postcode

Benefit Case Ref:

Phone Number

PART 2. ABOUT YOUR BUSINESS

Name of Business

Address of Business

Business Telephone Number

On what date did you start your self-employed work?

On average, how many hours do you work each week?

Do you have accounts for your last trading year? (please tick)

Yes

No

If you have answered "YES", please send a copy with this form.

If you have answered "NO", please say why they are not available and the date that you expect to receive them.

Date

PART 2. ABOUT YOUR BUSINESS Continued ...

How many people do you employ?

Do you pay your partner (not your business partner) a wage?

Yes

No

If you have answered "YES", how much do you pay each week?

Gross £

Net £

Please give us the dates that the details of your business income and expenses cover (in parts 3 and 4 below)

Actual income and expenses

From

To

During the above dates, was there a period when your business was unable to trade due to illness or holiday?
(please tick)

Yes

No

If you have ticked "YES", please state the period concerned

From

To

And the reason why no business activities took place

Did you claim any D.S.S. benefits during the above period? (please tick)

Yes

No

PART 3. YOUR GROSS INCOME FROM SELF-EMPLOYMENT

Type of income	Actual gross income	Estimated gross income
Takings	£ <input type="text"/>	£ <input type="text"/>
Tips	£ <input type="text"/>	£ <input type="text"/>
Settle received for hiring out taxi	£ <input type="text"/>	£ <input type="text"/>
Any other business income	£ <input type="text"/>	£ <input type="text"/>

PART 4. EXPENSES FROM YOUR SELF-EMPLOYMENT

	Actual expense	Estimated expense	Percentage for private use
Settle for hire of taxi	£ <input type="text"/>	£ <input type="text"/>	<input type="text" value="N/A"/>

Who do you pay your settle to?

You must give us proof of the amount of settle you pay, from the person/company you have named

PART 4. EXPENSES FROM YOUR SELF-EMPLOYMENT Continued ...

	Actual expense	Estimated expense	Percentage for private use
Radio hire	£ <input type="text"/>	£ <input type="text"/>	<input type="text" value="N/A"/>
Road tax	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>
Licence	£ <input type="text"/>	£ <input type="text"/>	<input type="text" value="N/A"/>
Fuel: Petrol	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>
Diesel	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>
Make and model of vehicle	<input type="text"/>		
Engine capacity	<input type="text"/>		
Age of vehicle	<input type="text"/>		
Vehicle registration number	<input type="text"/>		
Vehicle maintenance & repair (not covered by insurance)	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>
Vehicle insurance	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>
Cleaning	£ <input type="text"/>	£ <input type="text"/>	<input type="text"/>
Depreciation	£ <input type="text"/>	£ <input type="text"/>	<input type="text" value="N/A"/>
Accountancy	£ <input type="text"/>	£ <input type="text"/>	<input type="text" value="N/A"/>
Business bank charges	£ <input type="text"/>	£ <input type="text"/>	<input type="text" value="N/A"/>
Interest payment on business loan	£ <input type="text"/>	£ <input type="text"/>	<input type="text" value="N/A"/>

If you think your trading figures for the next 6 months given in Part 3 and 4 will vary, please explain the differences.

If you contribute to a personal pension scheme please tell us

How much do you pay? £

How often do you pay this?

PLEASE ENCLOSE PROOF OF THE PAYMENTS (ie. an up to date bank statement showing the contributions being made)

Do you have a separate bank or building society account for your business? Yes No
 If you have answered "YES", please enclose proof, ie. your most recent bank statement

PART 5. STATEMENT

I declare that the income and expenditure stated on this form is a correct and complete account of my trading at this time.

Signature

Date