

Depreciation Worksheet

Start Year: 2023

Asset Description	Year Purchased	Cost	Useful Life in Years	Months Used in First Year	Salvage Value	Depreciable Cost	2023					2024					Total Depreciation	Balance Carried Forward
							2023	2024	2025	2026	2027	2028	2029	2030	2031			
Asset Purchase #1	2023	\$10,000.00	5	2	\$0	\$10,000	\$333.33	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$1,666.67				\$10,000.00	\$0.00
Asset Purchase #2	2024	\$5,000.00	3	12	\$1,000.00	\$4,000		\$1,333.33	\$1,333.33	\$1,333.33							\$4,000.00	\$0.00
						\$0											\$0.00	\$0.00
						\$0											\$0.00	\$0.00
						\$0											\$0.00	\$0.00
						\$0											\$0.00	\$0.00
							\$333.33	\$3,333.33	\$3,333.33	\$3,333.33	\$2,000.00	\$1,666.67	\$0.00	\$0.00	\$0.00			

Instructions

The cells in the shaded areas must have the formula added manually.

First enter the information needed in columns B through G and then follow these steps.

Step 1: Highlight the cell to enter the formula in the year purchased.

Step 2: Click the "AutoSum" button.

Step 3: Click the cell on the same row in the "Depreciable Cost" (G) column, enter the / symbol (to divide), and click the cell in the same row in the "Useful Life in Years" or (D) column.

Step 4: Enter the months used in that year. If the asset is used all 12 months, press "Enter," the formula is complete. If the asset is to be depreciated a fraction of the year, enter the * symbol (to multiply) then enter the fraction of months used in that year. For example, for 6 months, enter: *(6/12) to signify - "times" 6 of 12 months.

Continue the steps in each cell until the "Balance Carried Forward" column total's \$0.00.

The "Ribbon" and "Formula Bar" should be visible during this process.

For assistance: Call 800.366.2423 or write hey@AIBD.org and schedule a demonstration.