

## WORKSHEET - ACCOUNTING VOCABULARY

### 1. Complete the blanks with the words from the box.

tangible asset - tax forms - thin - tax accountants - sum - tax - sue - subtract

- A. Carla ought to \_\_\_\_\_ Rafael Contreras for interfering with their business.
- B. This \_\_\_\_\_ is normally paid to the local authority.
- C. Lucia needs a tax accountant to help fill out \_\_\_\_\_.
- D. the \_\_\_\_\_ is the result of two numbers.
- E. We buy commodities and \_\_\_\_\_ the cost from our savings.
- F. \_\_\_\_\_ advise managers on ways to lower, defer, or completely cut tax payments.
- G. Property is a \_\_\_\_\_ that can protect you and the other investors from potential loss.
- H. Josefina bought a pizza that her whole family didn't like because it was \_\_\_\_\_.

### 2. Read and complete the blanks with the words from the box

tax accountant                      tax form                      straight-line depreciation  
time card                              times                              trainee                              transaction

Winston was getting used to his new work environment, he was a rookie who joined the firm just week ago. While he was getting used to his new job, he still was amazed by his senior colleagues, but he was still a \_\_\_\_\_, He still couldn't process a \_\_\_\_\_ by himself, he had to ask Michael, an experienced



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\_\_\_\_\_. At the end of the day Winston would just sign in his \_\_\_\_\_ and go home, hoping to be useful for the agency the next day. Just the other day, a client came to the firm. He recently made a \_\_\_\_\_ in which he acquired a machine for his business. But then he changed his mind, so he wanted some advice on how to take advantage of the situation he's in. We told him that due to the price of the machine, he would lose money, because it is a big sum, so we advised him to use the machine and then sell it. So the profit would nullify the \_\_\_\_\_. But for this he would have to use the machine several \_\_\_\_\_. which he agreed to.