BUSINESS PROFESSIONALS' DEDUCTIONS

Client:_____ **ID#**_____ **Tax Year:**_____

The purpose of this worksheet is to help you organize your tax deductible business expenses. In order for an expense to be deductible, it must be considered an "ordinary and necessary" expense. You may include other applicable expenses. Do not include expenses for which you have been reimbursed, expect to be reimbursed, or are reimbursable.

Miscellaneous
Business Cards
Clerical
Computer Supplies
Customer Lists
Gifts
Office Supplies
Postage
Photocopying
Printing
Repairs
Shipping
Stationery
Other
Other
Total

Professional
Dues
E & O Insurance
Legal & Professional
Licenses
Memberships
Publications
Seminars
Continuing Ed
Resumes
Other
Other
Total

Vehicle & Travel
See Vehicle, Travel & Entertainment Worksheet

Supplies/Equipment
Attache Case
Calculator
Camera
Desk
Chair
Filing Cabinet
Cell Phone
Software
Tape Recorder
Telephone
Other
Other
Total

Telephone
Long Distance
Faxes
Pay phone
Cellular
2nd Line
Beeper/Pager
Answering Service
Other
Other
Total

Other Information

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