

JOB-RELATED EXPENSE DEDUCTIONS

Client Name:

Tax Year:

MISCELLANEOUS

Business Cards

Computer Supplies

Customer Lists

Gifts

Office Supplies

Postage

Other

Other

Other

PROFESSIONAL

Dues/Subscriptions

E&O Insurance

Legal/Professional

Licenses/Permits

Seminar Fees

Continuing Education

OTHER

Business Miles

Storage - Rental

Supplies

Taxes - Property

Taxes - Sales

Tools

Travel (lodging)

Travel (meals)

Home Office Information

Square Footage

Basis of home

Land Value

Utilities

Insurance

Mortgage Insurance

Repairs/Maintenance

This form is for employee expenses only. If you have a business that you operate please use Schedule C worksheet.

In order for an expense to be deductible it must be considered "ordinary and necessary". Do not include expenses for which you have been reimbursed, expect to be reimbursed or are reimburseable. If these expenses are for railroad employee please use the worksheet for Railroad Employee Deductions.