

SELF-EMPLOYED INDIVIDUAL DEDUCTIONS

Client: _____

ID# _____

Tax Year _____

Operating Expenses

Advertising	
Bank Charges	
Business Cards	
Catalogues	
Cleaning & Maintenance	
Commissions	
Demos	
Depreciation & Sect. 179	
Employee Benefits	
Freight	
Gifts	
Interest	
Map Books	
Office Expense	
Pension/Profit Sharing	
Postage/Delivery Expenses	
Printing	
Refunds	
Rent (Machinery/Equip)	
Rent (Other)	
Repairs	
Sales	
Samples & Promotional	
Seminars & Trade Shows	
Service Charges	
Software	
Storage Fees	
Supplies	
Taxes	
Tools	
Utilities	
Wages	
Other _____	
Other _____	
Other _____	
Other _____	
Total	

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.

Vehicle & Travel

See Vehicle, Travel & Entertainment Worksheet

Cost Of Goods

Cost of Items for Personal Use	
Cost of Labor	
Inventory at Beginning of Year	
Inventory at End of Year	
Materials and Supplies	
Outside Service	
Purchases	
Other _____	
Other _____	
Total	

Equipment

Equipment	
Furniture	
Other _____	
Total	

Professional

Dues	
Insurance	
Legal & Professional	
License	
Publications	
Other _____	
Other _____	
Total	

Telephone

Cell Phone	
Long Distance	
Pay Phone	
Other _____	
Total	

Other Information

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EDUCATOR DEDUCTIONS

Client: _____

ID# _____

Tax Year _____

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Classroom Aids

Attendance Books	
Arts & Crafts	
Audio Visual	
Books	
Decorations	
Food	
Grade Books	
Rentals	
Software	
Film/Processing	
Photocopying	
Printing	
Publications	
Party Supplies	
Tools	
Trophies	
Prizes & Awards	
Stationery	
Other _____	
Other _____	
Total	

Professional

Conventions	
Dues	
E & O Insurance	
Job Seeking	
Legal Fees	
Licenses	
Memberships	
Seminars	
Continuing Ed	
Resumes	
School Functions	
Other _____	
Other _____	
Total	

Vehicle & Travel

See Vehicle, Travel & Entertainment Worksheet

Other Information

Telephone

Long distance	
Faxes	
Pay phone	
Cell Phone Service	
2nd Line	
Answering Service	
Other _____	
Other _____	
Other _____	
Total	

Equipment

Calculator	
Camera	
Desk	
Chair	
Filing Cabinet	
Cell phone	
Recorder	
Other _____	
Other _____	
Other _____	
Total	

Uniforms

Dry cleaning	
Laundry	
Lab Coats	
Other _____	
Other _____	
Total	

Miscellaneous

Postage	
Storage	
Other _____	
Other _____	
Total	

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MEDICAL PROFESSIONAL DEDUCTIONS

Client: _____

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Tax Year _____

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Uniforms

Alterations & repairs	
Dry cleaning	
Hat, cap	
Laundry	
Pants	
Scrubs	
Shoes	
Other _____	
Other _____	
Total	

Professional

Alumni dues	
Medical Association dues	
Professional dues	
Referral service	
Subscriptions	
Union dues	
Other _____	
Other _____	
Total	

Continuing Education

Correspondence courses	
Lab fees	
Materials & supplies	
Photocopy	
Reference material	
Registration fees	
Seminars	
Transcripts	
Tuition	
Textbooks	
Other _____	
Other _____	
Other _____	
Total	

Vehicle & Travel

See Vehicle, Travel & Entertainment Worksheet

Supplies

Bag - medical	
Briefcase	
Business cards	
Medical equipment	
Office supplies	
Pager, beeper	
Equipment repairs	
Stationery	
Tape recorder, tapes	
Other _____	
Other _____	
Other _____	
Total	

Other Expenses

Malpractice insurance	
Legal fees	
Liability insurance	
Other _____	
Other _____	
Total	

Telephone

2nd Line	
Long distance	
Pay phone	
Cellular	
Answering machine	
Fax line	
Other _____	
Total	

Other Information

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REALTOR DEDUCTIONS

Client: _____

ID# _____

Tax Year _____

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Sales

Advertising	
Appraisal Fees	
Business cards	
Bank charges	
Clerical	
Client Gifts	
Courier Service	
Fees:	
Commissions Paid	
Escrow/Loan Fees	
Referrals	
Film/Processing	
Flowers/Cards	
Keys/Locksmith	
Lock Boxes	
Map Books	
Office Expense	
Open House	
Rent	
Sales Assistants	
Repairs	
Signs, Flags, Banners	
Food	
Software	
Photocopying	
Printing	
Tools	
Stationery	
Other _____	
Other _____	
Total	

Professional

Dues	
E & O Insurance	
Legal Fees	
Licenses	
Memberships	
Multiple Listing	
Publications	

Professional

Seminars	
Continuing Ed	
Resumes	
Other _____	
Other _____	
Total	

Telephone

Long Distance	
Fax	
Pay phone	
Cell Phone Service	
2nd Line	
Answering Service	
Other _____	
Other _____	
Other _____	
Total	

Equipment

Attache Case	
Calculator	
Desk	
Camera	
Chair	
Filing Cabinet	
Cell Phone	
Recorder	
Telephone	
Other _____	
Other _____	
Total	

Vehicle & Travel

See Vehicle, Travel & Entertainment Worksheet

Other Information

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FIREFIGHTER DEDUCTIONS

Client: _____

ID# _____

Tax Year _____

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Uniforms

Uniforms	
Belts	
Boots, shoes	
Gloves	
Hat, helmet	
Jacket	
Pants	
Shirts	
Ties	
Emblems, insignia	
Dry Cleaning	
Laundry	
Other _____	
Other _____	
Total	

Professional

Union dues	
Association dues	
Professional dues	
Subscriptions	
Other _____	
Other _____	
Total	

Continuing Education

Seminars	
Workshops	
Books, manuals	
Supplies	
Other _____	
Other _____	
Total	

Insurance

Errors & Omissions	
Other _____	
Total	

Vehicle & Travel

See Vehicle, Travel & Entertainment Worksheet

Equipment

Badges, name tags	
Briefcase	
Binoculars	
Flashlight, bulbs, batteries	
Maps	
Notebook	
Equipment repairs	
Safety equipment	
Recorder	
Digital Media	
Other _____	
Other _____	
Other _____	
Total	

Meals

House dues	
Business meals on-the-job	
Other _____	
Other _____	
Total	

Telephone

2nd Line	
Long distance	
Pay phone	
Cell Phone Service	
Answering machine	
Fax line	
Other _____	
Total	

Other Information

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LAW ENFORCEMENT DEDUCTIONS

Client: _____

ID# _____

Tax Year _____

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Uniforms

Uniforms	
Belts	
Boots, shoes	
Gloves	
Hat, helmet	
Jacket	
Pants	
Shirts	
Ties	
Emblems, insignia	
Dry Cleaning	
Laundry	
Rain gear	
Other _____	
Other _____	
Total	

Professional

Registration	
Fingerprinting	
Licenses & permits	
Union dues	
Association dues	
Professional dues	
Range dues	
Subscriptions	
Textbooks	
Seminars	
Workshops	
Books, manuals	
Supplies	
Other _____	
Other _____	
Total	

Insurance'

Bond	
Errors & Omissions	
Other _____	
Other _____	
Total	

Vehicle & Travel

See Vehicle, Travel & Entertainment Worksheet

Equipment/Supplies

Ammo pouch	
Ammunition	
Badges, name tags	
Baton	
Briefcase	
Bulletproof vest	
Ear protectors	
Camera	
Film & processing	
Flashlight, bulbs, batteries	
Guns	
Mace	
Maps	
Notebook	
Equipment repairs	
Safety equipment	
Recorder	
Digital Media	
Whistle	
Other _____	
Other _____	
Other _____	
Total	

Telephone

2nd Line	
Long distance	
Cell Phone Service	
Answering machine	
Fax line	
Other _____	
Other _____	
Other _____	
Total	

Other Information

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HAIRSTYLIST/MANICURIST DEDUCTIONS

Client: _____

ID# _____

Tax Year _____

The purpose of this worksheet is to help you organize your tax deductible hairstylist/manicurist 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	
Public Relations/Photos	
Refreshments for Customers	
Client Gifts	
Office Supplies	
Postage	
Rent	
Assistant Fees	
Shampoo Person Expenses	
Laundry	
Cleaning Expense	
Other _____	
Other _____	
Total	

Professional	
Dues & Professional Fees	
Liability Insurance	
Legal & Professional	
Licenses	
Business Tax	
Memberships	
Publications	
Hair Shows	
Seminars	
Other _____	
Other _____	
Total	

Telephone	
Telephone	
Answering Service	
Pager/Voice mail	
Cell Phone Service	
Pay Phone	
Long Distance	
Other _____	
Other _____	
Total	

Equipment & Supplies	
Hairdryers, Drills, etc.	
Hair Products	
Nail Products	
Misc. Supplies	
Telephone	
Cell Phone	
Equipment Repairs	
Equipment Rental	
Other _____	
Other _____	
Other _____	
Total	

Vehicle & Travel	
See Vehicle, Travel & Entertainment Worksheet	

Other Information

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LONG HAUL TRUCKER/OVERNIGHT DRIVER

Client: _____ ID# _____ Tax Year _____

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Out of Town Travel Expenses

Baggage & Shipping	
Bath/Shower	
Car Rental & Gas	
Laundry/Laundry Supplies	
Locker Fees	
Lodging	
Meals (Actual Cost)	
Parking & Tolls	
Taxi, Commuter Bus, Shuttles	
Telephone/Fax	
Tips	
Toiletries	
Transportation-Air Fare, Bus, Train	
Other	
Total	

Owner Operator Truck Expenses

Description of Truck	
Date Placed in Service	
Odometer-Beginning of Year	
Odometer-End of Year	
Interest Paid	
Gas, Lube, Oil	
Repairs & Maintenance	
Tires	
Insurance	
License/Registration Fee	
Other	
Total	

Dues & Fees

License	
Permits/Fees	
Security Bond	
Trade Association Dues	
Travel Card Fees	
Union Dues	
Other	
Total	

Miscellaneous Expenses

Business Cards & Stationary	
Delivery Expenses-Postage	
Insurance-Business	
Legal & Professional Services	
Office Supplies	
Safety Classes	
Secretarial Services	
Testing-Job Related	
Other	
Total	

Supplies

Back Supporter	
Batteries	
Cellular Phone	
Citizens Band Radio	
Compass/GPS	
Fire Extinguisher	
First Aid Kit	
Flares	
Flashlight	
Glasses-Safety & Sun	
Gloves	
Ice Chest/Thermos	
Map/Map Book	
Radio	
Safety Boots/Shoes	
Seat Cushion	
Tools	
Trade Publications	
Uniforms & Maintenance	
Weather Receiver	
Other _____	
Other _____	
Other _____	
Other _____	
Total	

Other Information

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