



1136 S. Delano Court West, Suite B201-2002  
Chicago, IL 60605

www.howardtaxprep.com  
708-529-6604

<b>Plumbers, Carpenters, &amp; other Tradesmen</b>			
<b>Professional Fees &amp; Dues</b>		<b>Equipment &amp; Repairs</b>	
Licenses		Electric drills	
Association dues		Electric & manual saws	
Union dues		Hammers	
Other: _		Tools boxes	
<b>Materials &amp; Supplies</b>		Screwdrivers	
Wood & building materials		Flashlight	
Piping & plumbing material		Welders	
Paint & associated material		Pipe Cutters	
Work permits		Brushes	
All building supplies		Spray Painters	
All plumbing supplies		Repairs - Equipment	
All Painting supplies		Safety Equipment & Glasses	
Screws and nails		Power & Hand Tools	
Work boots & clothing		Computer and Printer	
Sub-contract labor		Other: _	
Other: _		<b>Auto &amp; Truck Use (In miles)</b>	
<b>Telephone Expenses</b>		Between 1st & 2nd Job	
Office phone		Between Work sights	
Fax Service		Mileage to Continuing Education	
Cellphone / Business use personal phone		Out of Town Work Trips	
On-Line Charges		Purchasing Equipment & Supplies	
Other: _		Parking Fees & tolls(\$)	
<b>Continuing Education</b>		Personal miles on work vehicle	
Correspondence Course Fees		Cost of vehicle	
Correspondence courses		Other: _	
Registration		<b>Travel - Out of Town</b>	
Seminar Fees		Airfare	
Text Books and Supplies		Car Rental	
Training Sessions of suppliers		Parking	
Other: _		Bus, Taxi, Train, & Subway	
<b>Miscellaneous</b>		Lodging (do not combine with meals)	
Workers Comp. Insurance		Meals (do not combine with lodging)	
Legal & accounting fees		Hotel tips	
Advertising		Cleaning and Laundry	
Liability Insurance		Telephone calls (including home)	
Other: _		Other: _	