

REAL ESTATE PROs

checklist

AUTOMOBILE

- ☐ Maintenance
- ☐ Tires
- ☐ Insurance
- ☐ Lease
- ☐ Interest on lease payments
- ☐ Gas or Mileage
- ☐ Car washes
- ☐ Car registration
- ☐ License fees

EDUCATION

- ☐ Coaching/Coaches
- ☐ Virtual education!
- ☐ CE Courses
- ☐ Magazine subscriptions
- ☐ Mentoring programs
- ☐ Newsletters
- ☐ Books bought

EQUIPMENT

- ☐ Laptop
- ☐ Cameras
- ☐ Cell phone
- ☐ Tripods
- ☐ Personal Protective Equipment (Covid)

ADVERTISEMENT

- ☐ Website / Design
- ☐ Ads from Google/Facebook/Instagram...
- ☐ CRM
- ☐ Signs
- ☐ Boards
- ☐ Business cards
- ☐ Things with your logo
- ☐ Networking events



TRAVEL

- ☐ Airfare
- ☐ Car Rental, Parking/Tolls
- ☐ Dry Cleaning/Laundry
- ☐ Meals, tips
- ☐ Taxi rides

PROFESSION DUES

- ☐ Association and Attorney Fees
- ☐ Bookkeeping/Accounting/Tax Preparation
- ☐ Business Licenses
- ☐ Business taxes

SEELLING

- ☐ Appraiser
- ☐ Gifts to your clients up to \$25/client
- ☐ Expenses due to open houses

OFFICE EXPENSE

- ☐ Home office deduction!
- ☐ Repairs/Maintenance
- ☐ Security systems
- ☐ Furniture/Supplies

WAGES

- ☐ Assistants (all W2 paid)
- ☐ Contractors (all 1099-NEC paid)
- ☐ VA
- ☐ Did you pay your kids?
- ☐ Social Media manager

Retirement

- ☐ 401k
- ☐ IRA
- ☐ SEP

thank-you

Notes:

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