



A Business Owner's Guide to
Confident Tax Deductions

An imperfect but informative template for business owners to mindfully consider and track compliant business write offs

Expense Item	IRS Limitation / Notes
<input type="checkbox"/> Advertising & Marketing	Fully deductible
<input type="checkbox"/> Bank & Merchant Fees (incl. credit card processing)	Fully deductible
<input type="checkbox"/> Continuing Education (courses, seminars, certifications)	Fully deductible
<input type="checkbox"/> Contract Labor (1099-NEC issued)	Fully deductible
<input type="checkbox"/> Dues, Subscriptions, Software (trade, industry, SaaS)	Fully deductible
<input type="checkbox"/> Interest Expense	Fully deductible
<input type="checkbox"/> Inventory / COGS (if applicable)	Fully deductible
<input type="checkbox"/> Office Supplies & Expenses	Fully deductible
<input type="checkbox"/> Parking Fees (business trips only)	Fully deductible
<input type="checkbox"/> Professional Fees (CPA, legal, bookkeeping)	Fully deductible
<input type="checkbox"/> Rent/Lease (office, storage, equipment)	Fully deductible
<input type="checkbox"/> Taxes & Licenses (permits, business license, certifications)	Fully deductible
<input type="checkbox"/> Tolls (business trips only)	Fully deductible
<input type="checkbox"/> Uniforms & Safety Gear (not everyday wear)	Fully deductible
<input type="checkbox"/> Wages & Salaries (employees)	Fully deductible
<input type="checkbox"/> Employee Benefits (retirement contributions, health plans)	Fully deductible
<input type="checkbox"/> Employer Payroll Taxes (SS, Medicare, FUTA, SUTA)	Fully deductible
<input type="checkbox"/> Meals (for employees, events/parties)	Fully deductible
<input type="checkbox"/> Meals (with clients, subcontractors)	50% deductible
<input type="checkbox"/> Client Gifts (\leq \$25 per person per year)	Capped at \$25/person
<input type="checkbox"/> Repairs & Maintenance (business assets)	Business % if mixed use
<input type="checkbox"/> Utilities (non-home office)	Business % if mixed use
<input type="checkbox"/> Depreciation / §179 (business assets)	Business % if mixed use
<input type="checkbox"/> Insurance (liability, E&O, workers' comp)	Business % if mixed use
<input type="checkbox"/> Telephone & Internet (business portion only)	Business % if mixed use
<input type="checkbox"/> Travel (transportation, lodging)	Business % if mixed use
<input type="checkbox"/> Home Office (Standard or Actual method)	Exclusive/regular use required
<input type="checkbox"/> Vehicle (Standard mileage OR Actual expenses)	Mileage OR Actual % of business
<input type="checkbox"/> Above-the-line: SE health insurance, $\frac{1}{2}$ SE tax, HSA, QBI	Special limits apply

This checklist is for informational purposes only and does not constitute tax advice; please consult with a licensed tax professional for guidance on your specific business situation.