## **BUSINESS PROFESSIONALS DEDUCTIONS**

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ID#

Tax Year

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.

Miscellaneous		Telephone		
Business Cards		Long Distance		
Clerical		Faxes		
Computer Supplies		Pay phone		
Customer Lists		Cellular		
Gifts		2nd Line		
Office Supplies		Beeper/Pager		
Postage		Answering Service		
Photocopying		Other		
Printing		Other		
Repairs		Total		
Shipping		Equipme	ant	
Stationery				
Other		Attache Case		
Other		Calculator		
Total		Camera		
Professional		Desk Chair		
Dues		Filing Cabinet		
E & O Insurance		Cell Phone		
Legal & Professional		Software		
Licenses		Tape Recorder		
Memberships		Telephone		
Publications		Other		
Seminars		Other		
Continuing Ed		Total		
Resumes		TOTAL		
Other		Vehicle &	Travel	
Other				
Total		See Vehicle, Travel & Ente	rtainment Worksheet	
Other Information				