Business Professional Deductions

Client: _____ Tax Year: _____ Preparer: _____

Miscellaneous	
Business Cards	$
Clerical	$
Computer Supplies	$
Customer Lists	$
Gifts	$
Office Supplies	$
Postage	$
Photocopying	$
Printing	$
Repairs	$
Shipping	$
Stationery	$
	$
	$

Professional	
Dues, Union	$
Dues, Professional	$
E&O Insurance	$
Legal & Professional	$
Licenses	$
Memberships	$
Publications	$
Seminars	$
Continuing Education	$
Resumes	$
	$
	$

Vehicle & Travel
See "Vehicle, Travel & Entertainment" Worksheet

Telephone	
Long Distance	$
Faxes	$
Pay Phone	$
Cellular	$
Second Line	$
Beeper/Pager	$
Answering Service	$
	$

Equipment Bought / Sold		
Calculator	$	Bought:
		Sold:
Camera	$	Bought:
		Sold:
Computer	$	Bought:
		Sold:
Desk	$	Bought:
		Sold:
Chair	$	Bought:
		Sold:
Filing Cabinet	$	Bought:
		Sold:
Cell Phone	$	Bought:
		Sold:
Fax Machine	$	Bought:
		Sold:
Software	$	Bought:
		Sold:
Telephone	$	Bought:
		Sold:
	$	Bought:
		Sold:
	$	Bought:
		Sold: