Client:

| Uniforms |  |
| :--- | :--- |
| Uniforms |  |
| Belts |  |
| Boots, Shoes |  |
| Gloves |  |
| Hat, Helmet |  |
| Jacket |  |
| Pants |  |
| Shirts |  |
| Ties |  |
| Emblems, Insignia |  |
| Dry Cleaning |  |
| Laundry |  |
| Other_-_Total |  |
| Tot\| |  |


| Professional |  |
| :--- | :--- |
| Union Dues |  |
| Association Dues |  |
| Professional Dues |  |
| Subscriptions |  |
| Other_ |  |
| Total |  |


| Continuing Education |  |
| :--- | :--- |
| Seminars |  |
| Workshops |  |
| Books, Manuals |  |
| Supplies |  |
| Other_- |  |
| Other_ |  |
| Total |  |


| Insurance |  |
| :--- | :--- |
| Errors \& Omissions |  |
| Other___ |  |
| Total |  |

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.


| Equipment |  |
| :--- | :--- |
| Badges, Name Tags |  |
| Briefcase |  |
| Binoculars |  |
| Flashlights, Bulbs, Batteries |  |
| Maps |  |
| Notebook |  |
| Pager, Beeper |  |
| Equipment Repairs |  |
| Safety Equipment |  |
| Tape Recorder |  |
| Tapes |  |
| Other_ |  |
| Other_ |  |
| Total |  |


| Meals |  |
| :--- | :--- |
| House Dues |  |
| Business Meals on-the-job |  |
| Other_-_ |  |
| Other_- |  |
| Total |  |


| Telephone |  |
| :--- | :--- |
| 2nd Line |  |
| Long Distance |  |
| Pay Phone |  |
| Cellular |  |
| Answering Machine |  |
| Fax Line |  |
| Other_ |  |
| Total |  |

