Client:	Tax Yea	
ne purpose of this worksheet is to help you organize your ta e considered an "ordinary and necessary" expense. You may een reimbursed, expect to be reimbursed, or are reimbursal	x deductible business expenses. In order for an expense to be d vinclude other applicable expenses. Do not include expenses for ble.	eductible, it must which you have
Ordinary Supplies	Miscellaneous Expenses	
Baggage & Shipping	Business Cards & Stationary	
Bath/Shower	Delivery Expenses-Postage	
Car Rental & Gas	Insurance-Business	
aundry/Laundry Supplies	Legal & Professional Services	
ocker Fees	Office Supplies	
odging	Safety Classes	
Meals (Actual Cost)	Secretarial Services	
Parking & Tolls	Testing-Job Related	
Faxi, Commuter Bus, Shuttles	Other	
elephone/Fax	Supplies	
ips -	Back Supporter	
	Batteries	
oiletries	Cellular Phone	
ransportation-Air Fare, Bus, Train	Citizens Band Radio	
Other	Compass/GPS	
	Fire Extinguisher	
Owner Operator Truck Expenses	First Aid Kit	
Description of Truck	Flares	
Date Placed in Service	Flashlight	
Odometer-Beginning of Year nterest Paid	Glasses-Safety & Sun	
Gas, Lube, Oil	Gloves	
	Ice Chest/Thermos	
Repairs & Maintenance	Map/Map Book	
ires	Radio	
nsurance	Safety Boots/Shoes	
icense/Registration Fee	Seat Cushion	
Other	Tools	
	Trade Publications	
Dues & Fees	Uniforms & Maintenance	
icense	Weather Receiver	
Permits/Fees	Other	
Security Bond	Other	
rade Association Dues	Other	
ravel Card Fees	Other	
	Other	
Jnion Dues	Other	

