

Typical Business Expenses

For Home Office related expenses, please use our Home Office Worksheet and DO NOT list below.
DO NOT include any expenses that were reimbursed by an employer.

Business Name _____

	Amount	Notes
Advertising/Marketing		
Contract Labor		
Insurance (including liability, property, etc.)		
Health Insurance (medical, dental, and vision)		
**Disability Insurance is not deductible		
Accounting Fees		
Legal Fees		
Office Expense		
Rent Expense		
Repairs & Maintenance		
Supplies		
Taxes (business) and Licenses		
Travel		
Business Meals		
Utilities		
Bank Charges		
Cell Phone (only business portion)		
Internet Expense (only business portion)		
Continuing Education		
Dry Cleaning/Uniforms Expense		
Dues & Subscriptions		
Other: _____		
Other: _____		

For Business Assets, such as equipment purchased, please list each item below, and DO NOT list above.

Description	Cost	Date Purchased
1) _____		
2) _____		
3) _____		
4) _____		

Business Mileage Information

Total Miles Put on Car	_____
Business Miles	_____
Interest Expense on Car Loan	_____
Ad Valorem Car Taxes	_____

Important Notes for Tax Preparer:

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