

BUSINESS DEDUCTION WORKSHEET			
Business Name:			Tax Year:
Income			
Advertising			
Business Cards			
Flyers			
Online Advertising			Car & Truck
			Type of Vehicle
Commissions & Fees			Year of Vehicle
Bank Service Charges			Placed in Use
Credit Card Fees			Total Miles (ending odometer reading)
Contract Labor			Business Miles
			Commuting Miles
Computer Purchase			Personal/Other Miles
Employee Benefits			
Insurance			
Interest			
Legal & Professional			
Bookkeeping			Depreciation
Security			Equipment purchase date
Office Expense			Equipment purchase price
Postage & Shipping			Equipment Type
Pension & Profit Sharing			
Vehicle or Equipment Rent or Lease			
Business Property Rent or Lease			
Repairs & Maintenance			
Supplies			COGS
Tools			Inventory at beginning of year
Taxes & Licenses			Purchases
Travel			Cost of Labor
Seminars			Materials & Supplies
Meals & Entertainment			Other Costs
Utilities			Inventory at end of year
Fax			
Cellular Phone Monthly Usage			
Cellular Phone Purchase			
Wages			
Other			
Charity			
Client Gifts			
Client Promotion			
Internet / Newspaper			
Uniforms			
Office in Home			

10% OFF WHEN YOU REFER A FRIEND

GET AN ADDITIONAL DISCOUNT WHEN YOU PAY WITH CASH OR A CHECK!