

Pamela Price EA Inc.

*Pamela Price EA & Bill Frischman EA
Enrolled to practice before the Internal Revenue Service*

2016 WRITER'S DEDUCTIONS

- **UNION DUES** _____
- **TAX PREPARATION** _____
- **AUTO EXPENSE:**

	Year, Make, Model	Date Acqrd	Odometer Reading	Date Taken
Vehicle #1:	_____	_____	_____	_____
Vehicle #2:	_____	_____	_____	_____

	Vehicle #1	Vehicle #2
Total miles driven	_____	_____
Total miles for business	_____	_____
Gas, oil, and lubrication	_____	_____
Repairs	_____	_____
Tires/batteries/supplies	_____	_____
Insurance	_____	_____
Lease cost	_____	_____
Wash and wax	_____	_____
Auto club	_____	_____
Loan interest (Schedule "C")	_____	_____
License (DMV Renewal)	_____	_____
Sales tax (if you purchased a car)	_____	_____
Parking	_____	_____

NOTE: Two vehicles are listed when a replacement is purchased in the course of the year or when two cars are used concurrently. Please bring purchase papers on newly acquired vehicles.

- **TRAVEL:** Note cities and number of days: _____

Air Fares	_____	Cost of Lodging	_____
Meals	_____	Tips & Baggage	_____
Laundry & Cleaning	_____	Telephone	_____
Local Transportation	_____	Other	_____

(Taxis, subways, car rental, cost to and from airports)

- **ENTERTAINMENT** (Business meetings in restaurants, etc.) _____
- **BOOKS & RESEARCH MATERIALS** _____
- **ANSWERING SERVICE / BEEPER** _____
- **BUSINESS GIFTS** (Limited to \$25 per gift, per person) _____
- **CELLULAR PHONE** _____
- **CLASSES:**
- **PROFESSIONAL CLASSES** _____
- **SPECIAL COURSES** _____

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- COMMISSIONS TO AGENTS & MANAGERS _____
- DUES & SUBSCRIPTIONS _____
- EQUIPMENT RENTAL _____
- LEGAL AND PROFESSIONAL FEES _____
- MISCELLANEOUS SUPPLIES _____
- MUSIC, TAPES, & RECORDS _____
- OFFICE SUPPLIES & EXPENSE _____
- OFFICE IN HOME: we need:
 - HOME OWNERS: Mortgage Interest, Property Taxes, Utilities & Insurance
 - RENTERS: Rent, Utilities, & Insurance
- ONLINE SERVICES _____
- OUTSIDE SERVICES _____
- OUTSIDE RENT _____
- PORTFOLIO, LUGGAGE, & SMALL EQUIPMENT _____
- POSTAGE _____
- PRINTING _____
- PROFESSIONAL RESEARCH _____
 (Tickets to movies & concerts are only allowed if you say why its was business on each)
- REPAIRS TO EQUIPMENT OTHER THAN CAR _____
- SALARIES/WAGES (CALL IF YOU WITHHELD TAXES) _____
- VIDEO CASSETTES MADE OR PURCHASED _____
- TELEPHONE _____
- TRADE PUBLICATIONS _____
- BUSINESS EQUIPMENT: (Assets such as answering machines are clearly deductible. Equipment such as TVs, VCRs, stereos, etc. which have both a personal and a business aspect are more difficult unless you have kept a log of the business use.) _____

TYPE OF EQUIPMENT	PURCHASE DATE	COST
_____	_____/_____/_____/_____	_____
_____	_____/_____/_____/_____	_____
_____	_____/_____/_____/_____	_____

Others you don't see a place for, questions, and notes:
