

Tax Deductible Occupational Checklist Writers

Professional Fees & Dues

Association Dues..... _____
 Credentials _____
 License _____
 Professional Associations..... _____
 Union Dues..... _____
 Other: _____

Continuing Education

Correspondence Course Fees _____
 College Courses..... _____
 Courses Registration _____
 Materials & Supplies _____
 Photocopy Expenses..... _____
 Reference Material _____
 Books Purchased for Research..... _____
 Seminar Fees _____
 Textbooks _____
 Other: _____

Telephone Expenses

FAX Transmission..... _____
 Paging Service _____
 Pay Calls _____
 Toll Calls _____
 Cellular Phone _____
 Other: _____

Auto Travel (In miles)

Between Jobs or Locations _____
 Client & Publisher Meetings _____
 Continuing Education _____
 Job Seeking..... _____
 Out of Town Business Trips _____
 Purchasing Job Supplies & Materials .. _____
 Professional Society Meetings _____
 Parking Fees and Tolls (\$) _____
 Other: _____

Miscellaneous Expenses

Liability Insurance - Business..... _____
 Subscriptions _____
 Resume' _____
 Other: _____

Supplies & Expenses

Briefcase _____
 Business Meals (enter 100%) _____
 Business Cards _____
 Clerical Service..... _____
 Computer Software..... _____
 Computer Supplies _____
 Customer Lists _____
 Entertainment (enter 100%) _____
 Equipment Repair _____
 FAX Supplies..... _____
 Gifts & Greeting Cards..... _____
 On-Line Charges _____
 Legal & Professional Services _____
 Office Expenses _____
 Photocopy Expenses..... _____
 Postage & Shipping..... _____
 DVDs, Films, & Videos for Research... _____
 Stationery _____
 Website Development & Hosting _____
 Other: _____

Equipment Purchases

Cellular Phone _____
 FAX Machine _____
 Calculator & Copier _____
 Pager & Recorder _____
 Phone _____
 PDA _____
 Computer _____
 Printers..... _____
 Modems & Computer Peripherals..... _____
 Other: _____

Travel - Out of Town

Airfare _____
 Car Rental _____
 Taxi, Bus, Train, & Subway _____
 Parking and Tolls _____
 Lodging (do not combine with meals) _____
 Meals (do not combine with lodging) _____
 Porter, Bell Captain, and Laundry _____
 Telephone Calls (including home)..... _____
 Other: _____