

BUSINESS DEDUCTIONS

Entity Name _____

In order to deduct expenses in your trade or business, you must show that the expenses are "ordinary and necessary." An ordinary expense is one that is customary in your particular line of work. A necessary expense is one that is appropriate but not necessarily essential in your business. The application of these terms to you relies heavily on the "facts & circumstances" of your unique situation.

Accounting		Permits & Fees	
Advertising		Postage & Shipping	
Auto & Truck Expense		Printing & Reproduction	
Bad Debts (if accrual based)		Recruitment & Hiring	
Bank Charges		Repairs & Maintenance	
Cell Phone		Rents	
Commissions		Salaries & Wages to non-shareholders	
Computer		Sales	
Consulting		Security	
Credit & Collection costs		Software	
Dues & Subscriptions		Supplies	
Education & Training		Taxes & Licenses	
Employee Benefit Programs		State & Franchise Taxes	
Equipment Rental & Lease		Property Taxes	
Freight & Delivery		City Taxes	
Gifts		Payroll Taxes	
Independent Contractor		Other Misc Taxes	
Insurance		Licenses	
Building & Equipment		Telephone	
Liability		Tools	
Other Insurance		Travel	
Workers' Compensation		Uniforms	
Interest Charges (loans, etc)		Utilities	
Internet		Waste Removal	
Janitorial		Other Deductions (please specify)	
Laundry & Cleaning			
Legal & Professional			
Marketing			
Meals			
Meetings			
Miscellaneous			
Office Expense			
Officer Compensation-Shareholders			
Outside Services & Contractors			
Parking Fees & Tolls			
Payroll Processing Expense			
Pension, Profit-sharing, other Plans			
		Total Business Deductions	\$ -

To the best of my knowledge, all the information contained within this document is true, correct and complete.

Signature of Taxpayer or Company Officer

Date