

Deductible Expenses for Taxes

Work-Related Expenses

*Usually half of self-employment tax is deductible against your adjusted gross income.
This does not apply to FICA payments made through an employer.*

Self-Employment Tax

Q1 _____ Q2 _____ Q3 _____ Q4 _____

Unreimbursed Employee Business Expenses

Auto mileage _____ Parking _____ Tolls _____ Supplies _____

Further education _____ Meals/travel (divide by 50%) _____



Miscellaneous Expenses



Professional expenses—dues, education, training, magazines

Q1 _____ Q2 _____ Q3 _____ Q4 _____

Purchases, such as uniforms, equipment

Q1 _____ Q2 _____ Q3 _____ Q4 _____

Job search expenses

Q1 _____ Q2 _____ Q3 _____ Q4 _____

Job-related moving expenses _____

Child Care Expenses

Child #1

Jan-Mar Apr-Jun Jul-Sep Oct-Dec

Child #2

Jan-Mar Apr-Jun Jul-Sep Oct-Dec

Child #3

Jan-Mar Apr-Jun Jul-Sep Oct-Dec

Child #4

Jan-Mar Apr-Jun Jul-Sep Oct-Dec

Child care expenses count toward a tax credit if certain criteria are met. Consult your tax guide or tax advisor.

Self-Employment

Use Form 1041 Schedule C or C-EZ

Income—Form 1099 _____ Income not included on Form 1099 _____

Allowable Deductions (most common)

Cost of Sales _____ Auto _____ Wages _____ Legal accounting _____

Repairs _____ Rent _____ Employee benefits _____ Utilities _____

Telephone _____ Internet _____ Supplies _____ Office _____

Other _____ Other _____ Other _____

Depreciation—See IRS Form 4562

Note: Expense of self-employed deducted on page one, Form 1040.

50% of Social Security Tax (on Schedule SE) _____

Medical insurance for owner _____

Retirement plan for owner _____

Note: Profit from business is subject to SE tax IRS Form 1040 SE

Business Use of Home

Note: Must be "Yes" to all questions or not allowed.

Employees:

(a) Required by employer (no other office provided) Yes _____ No _____

Owner:

(b) No other office available Yes _____ No _____

If "Yes" used exclusively for business Yes _____ No _____

If "Yes"

(c) Used regularly Yes _____ No _____

(d) No other office provided Yes _____ No _____

(e) Meet with clients, patients, or customers Yes _____ No _____

Or

No other space available for business administration Yes _____ No _____

i.e., tradesman does work at customer's location; keeps book and records at home office

Expenses:

Direct 100%—benefits office space only

Indirect—pro-rate usually by percent of home used exclusively and regularly for business, i.e., 100 sq. ft. of 1,000-sq. ft. home = 10%

Direct Expenses (100% business):

Office furniture \$ _____ Office computer repair _____ Business phone line _____

Postage _____ Other business expenses _____

Indirect Expenses (pro-rate business use):

Real estate taxes x % _____

Mortgage interest x % _____

Insurance on property x % _____

Utilities x % _____

Note: Must take depreciation on business portion of home (building and improvements)