

Sales Business Related Expenses

Circle the one that applies to you:

Taxpayer

Spouse

Auto Expense	Vehicle 1	Vehicle 2	Vehicle 3	Vehicle 4
Make & Model				
Year				
Purchase Date				
Total Miles YTD				
Business Miles				
Auto Lease				
Rent-a-Cars				
Auto Club Dues				
Repairs				
Oil Change & Misc.				
Gas or Diesel				
Insurance				
Tolls/Parking				
Taxi, Tips				
Towing				
Wash and Wax				

Entertainment Expense	Cost	Misc. Business Expense	Cost
Candy, Cigars, Flowers	\$	Rain Gear	\$
Commissions Paid Out	\$	Professional Dues	\$
Dinners and Drinks with you	\$	Professional Magazines	\$
Dinners, etc. without you	\$	Professional services	\$
Gifts/Promos	\$	Atty, Accountant	\$
Entertainment at Home	\$	Public Steno and Notary	\$
Telephone/Telegraph	\$	Stationary and Postage	\$
Cell Phone	\$	Office Rent	\$
Machine Food	\$	Charge Backs	\$
Computers and Programs	\$	Radio Costs	\$
Date Above Purchased	\$	Office Furniture & Equip.	\$
Out of Town Travel	\$	Date Above Purchased	\$
Laundry of Uniforms	\$	Uniforms Purchased	\$
Auto Rental	\$	Tools, Calc, Ect.	\$
Lodging	\$	Greeting Cards	\$
Planes/Boats/Railroads	\$	Taxi/Tips	\$
Other Expenses	\$	Other Expenses	\$

*I have all of the necessary logs and receipts to prove the above deductions
If you agree with this please sign below*

X _____