For use only by Armed Forces reservists, qualified performing artists,
fee-basis state or local government officials, and employees with impairment-related work expenses

| **Unreimbursed Job Expenses** | **Taxpayer** | **Spouse** |
|---|---|---|
| **Job Title:** | | |
| **Expense:** | | |
| Advertising & Marketing | | |
| Business Gifts | | |
| Conference & Seminars | | |
| Dues, Subscriptions & Publications | | |
| Insurance | | |
| Interest / finance charges | | |
| Legal, Accounting & Professional | | |
| Meals | | |
| Office Expenses & Bank Fees | | |
| Postage & Delivery | | |
| Rent & Lease (Building & Equipment) | | |
| Repairs & Maintenance | | |
| Supplies | | |
| Taxes & License | | |
| Telephone, Fax & Cellular Service | | |
| Travel & Laundry (away from home) | | |
| Uniforms (purchase & cleaning) | | |
| Other Expenses: _____ | | |
| Other Expenses: _____ | | |
| **Vehicle Expense** Model: | | |
| Business Use percentage | | |
| Vehicle Registration (tax and tag) | | |
| Business Parking & Tolls | | |
| Gas, repairs, insurance, wash/wax, etc. | | |
| Business Miles: Jan. - Dec. | | |
| Odometer reading: Beginning (1/1) | | |
| Ending (12/31) | | |

**Home Office: (Used regularly and exclusively for business? circle one: YES NO )**

| | | |
|---|---|---|
| Office Space (sq ft) / Total Living (sq ft) | | |
| Utilities, Trash, internet, phone, fax | | |
| Rent | | |
| Insurance | | |
| Repairs and Maintenance | | |
| Other Expenses: | | |
| Exterminator / Pest control | | |
| Condo / Management / HOA fees | | |
| Carpet cleaning / Janitorial | | |
| Alarm | | |

***Business Property & Equipment purchased (Provide receipts)**