

REALTOR DEDUCTION WORKSHEET

Year: _____

AUTO TRAVEL (MILEAGE ONLY):

_____ Between Jobs or Job Locations
_____ Bridge/Road Tolls/Parking
_____ Client Meetings
_____ Continuing Education
_____ Job Seeking (Miles Only)
_____ Out-Of-Town Business Trips
_____ Purchasing Supplies & Materials

PROFESSIONAL FEES & DUES:

_____ Association Dues
_____ E & O Insurance
_____ License
_____ Memberships
_____ Multiple Listing
_____ Realty Board

CONTINUING EDUCATION:

_____ Corresponding Course Fees
_____ Course/Seminar Registration
_____ Materials & Supplies
_____ Reference Materials
_____ Textbooks/Pamphlets

SALES & SALES SUPPLIES:

_____ Advertising/Business Cards
_____ Appraisal Fees
_____ Bank Charges
_____ Briefcase
_____ Clerical
_____ Commissions Paid
_____ Computer Software/Supplies
_____ Courier Service
_____ Escrow/Loan Fees
_____ Fax Machine
_____ Film/Film Processing
_____ Keys/Locksmith/Lock Boxes
_____ Map Books/GPS/Directions
_____ Office Expense
_____ Open House
_____ Photocopying
_____ Postage/Shipping
_____ Printing
_____ Referral Fees
_____ Rent
_____ Repairs
_____ Sales Assistants
_____ Signs/Flags/Banners
_____ Snacks & Beverages
_____ Tools

EQUIPMENT:

_____ Batteries/Bulbs
_____ Calculator
_____ Camera
_____ Computer
_____ Copy Machine/Scanner
_____ Desk/Chair/Filing Cabinet
_____ Other Equipment (Specify Below)

MISCELLANEOUS EXPENSES:

_____ Client Gifts/Cards/Parties
_____ Credit Card Fees
_____ Job Seeking/Resume Assistance
_____ Legal (Protect/Produce Income)
_____ Publications/Subscriptions

OUT-OF-TOWN TRAVEL:

_____ Airfare/Bus
_____ Bridge/Road Tolls/Parking
_____ Car Rental
_____ Laundry & Laundry Supplies
_____ Lodging
_____ Meals
_____ Taxi/Lyft/Uber/Subway

TELEPHONE EXPENSES (BUSINESS ONLY):

_____ Answering Machine
_____ Fax Line
_____ Second Phone Line
_____ Telephone/Cellular Service