Tax Matters



2052 Newport Blvd., Suite 6, Costa Mesa, California 92627-7158

REALTOR® DEDUCTIONS

Client: ID#: Tax Year

The purpose of this worksheet is to help you organize your tax deductible business expenses and **maximize your deductions**. In order for an expense to be deductible, it must be considered an "ordinary and necessary" expense. You may include other applicable expenses. Do not include expenses for which you have been reimbursed, expect to be reimbursed, or are reimbursable.

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	Sales
	Advertising
	Bank Charges
	Business Cards
	Business Meals (100%)
	Client Gifts & Flowers (up to \$25 each)
	Entertainment (100%)
	Equipment Repairs
	Film/Processing
	Flowers/Cards
	Flyers
	Greeting Cards/Post Cards
	Keys/Locksmith
	Map Books
	Office Expenses
	Office/Desk Rent
	Open House Expenses
	Open House Signs
	Photocopy Expenses
	Postage & Shipping
	Printing
	Repairs to Sell Listed Property
	Signs, Flags, Banners
	Stationery & Envelopes
	Tools
	Web Site Hosting
	TOTAL
	Professional
	Accounting/Tax Preparation
	Business Credit Card Annual Fee
	CAR Dues
	Chamber of Commerce
	Continuing Education
	Correspondence Course Fees
	DRE License
	E & O Insurance
	Education - Books
	Flyer Delivery Service
	Intellicards
	Legal Fees
	Material/Supplies/Texts - CE
	Memberships
	MLS Dues
	Multiple Listing Fees
	NAR Dues
	Notary Public Fees
	Publications
	Resumes
	Seminar Fees
	W-2 & 1099 Preparation
	TOTAL

Tel/Fax: 949.515.2862

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