## **EDUCATOR DEDUCTIONS**

| Client:   | ID#                                    | Tax Year                         |
|---|--|----------------------------------|
| The purpose of this worksheet is to help you orga   | nize your tax deductible business expe | enses. In order for an expense   |
| The purpose of this worksheet is to help you orga to be deductible, it must be considered an "ordina Classroom Aids | ry and necessary" expense. You may     | include other applicable expense |
|   | reimbursed, expect to be re            | eimbursed, or are reimbursable.  |
| Attendance Books  |  |                                  |
| Arts & Crafts   | Telephone                              |                                  |
| Audio Visual  | Long distance                          |                                  |
| Books   | Faxes                                  |                                  |
| Decorations   | Pay phone                              |                                  |
| Food  | Cellular                               |                                  |
| Grade Books   | 2nd Line                               |                                  |
| Rentals   | Beeper/Pager                           |                                  |
| Software  | Answering Service                      |                                  |
| Film/Processing   | Other                                  |                                  |
| Photocopying  | Other                                  |                                  |
| Printing  | Total                                  |                                  |
| Publications  |  |                                  |
| Party Supplies  |  | uipment                          |
| Tools   | Calculator                             |                                  |
| Trophies  | Camera                                 |                                  |
| Prizes & Awards   | Desk                                   |                                  |
| Stationery  | Chair                                  |                                  |
| Other   | Filing Cabinet                         |                                  |
| Other   | Cell phone                             |                                  |
| Total   | Tape Recorder                          |                                  |
| Total   | Other                                  |                                  |
| Professional  | Other                                  |                                  |
| Conventions   | Other                                  |                                  |
| Dues  | Total                                  |                                  |
| E & O Insurance   |  | iformo                           |
| Job Seeking   |  | niforms                          |
| Legal Fees  | Dry cleaning                           |                                  |
| Licenses  | Laundry                                |                                  |
| Memberships   | Lab Coats                              |                                  |
| Seminars  | Other                                  |                                  |
| Continuing Ed   | Other                                  |                                  |
| Resumes   | Total                                  |                                  |
| School Functions  |  | ellaneous                        |
| Other   | Postage                                |                                  |
| Other   |  |                                  |
| Total   | Storage<br>Other                       |                                  |
|   |  |                                  |
| Vehicle & Travel  | Other                                  |                                  |
| See Vehicle, Travel & Entertainment Work  | rsheet Total                           |                                  |
|   | ther Information                       |                                  |
|   |  |                                  |
|   |  |                                  |

Prepared By: