



210 W Continental Rd, Suite 225
 Green valley, AZ 85622
 (520) 612-1711
 www.ProTaxNow.com

Real Estate/Salesperson/Stautory Employee

Name:

Phone:

Income

Income	
Other:	
Total:	

Continuing Education

Continuing Education	
Professional Society Meetings	
Total:	

Communication

Cell Phone Expense	
% of Work Related Use	%
Cell Phone Purchase	
Hot Spot Expense	
Cell Phone Accessories	
Internet Expense	%
% of Work Related Use	
Total:	

Supplies and General Expenses

Advertising/Business Cards	
Bookkeeping	
Computer Software	
Computer/Tablet/Printer	
Legal and Professional Services	
Office Expenses	
Office/Stationary/Writing Supplies	
Postage Expense	
Total:	

Travel Expense

Airfare	
Car Rental/Taxi	
Lodging	
Meals and Entertainment	
Total:	

Un-Reimbursed Work Related Mileage Log

Miles to Mandatory Work Meetings	
Miles to Classes/Seminars	
Miles Between Work Stations/Jobs	
Miles to Purchase Work Equipment	
Miles to Work on Scheduled Days Off	
Miles to Tax Office	
Miles to Temporary Assignment	
Total:	

Please Round to the Nearest Dollar