

Expenses Related to Business

Name: _____

SSN: _____

Auto Expense

Name of business vehicle is used for _____

Description of vehicle _____ Date vehicle was placed in service _____

- Yes No
- This vehicle is available for use during off-duty hours
- Another vehicle is available for personal use

- Yes No
- There is evidence to support your deduction
- The evidence is written

| | | | | | | | | | | | | | | | | | | | | | | |
|--|-------------|-------------|-------------|--------------------|-------|-------|---------------------|-------|-------|-----------------|-------|-------|---|--|-------------|-------------|--------------------|-------|-------|-----------------|-------|-------|
| <p>Number of miles the vehicle was driven during 2019</p> <table border="0" style="width: 100%;"> <tr> <td></td> <td style="text-align: center;">2019</td> <td style="text-align: center;">2018</td> </tr> <tr> <td>Business</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Commuting</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Other</td> <td>_____</td> <td>_____</td> </tr> </table> | | 2019 | 2018 | Business | _____ | _____ | Commuting | _____ | _____ | Other | _____ | _____ | <p>Number of miles driven in prior years</p> <table border="0" style="width: 100%;"> <tr> <td></td> <td style="text-align: center;">2019</td> <td style="text-align: center;">2018</td> </tr> <tr> <td>Business</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Total</td> <td>_____</td> <td>_____</td> </tr> </table> | | 2019 | 2018 | Business | _____ | _____ | Total | _____ | _____ |
| | 2019 | 2018 | | | | | | | | | | | | | | | | | | | | |
| Business | _____ | _____ | | | | | | | | | | | | | | | | | | | | |
| Commuting | _____ | _____ | | | | | | | | | | | | | | | | | | | | |
| Other | _____ | _____ | | | | | | | | | | | | | | | | | | | | |
| | 2019 | 2018 | | | | | | | | | | | | | | | | | | | | |
| Business | _____ | _____ | | | | | | | | | | | | | | | | | | | | |
| Total | _____ | _____ | | | | | | | | | | | | | | | | | | | | |

| | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|-------------|-------------|-------------|-----------------------|-------|-------|---------------|-------|-------|---------------------|-------|-------|--------------------|-------|-------|---------------|-------|-------|------------------------|-------|-------|-----------------------|-------|-------|--------------------|-------|-------|------------------------|-------|-------|--|--|-------------|-------------|-------------------|-------|-------|-----------------|-------|-------|-----------------|-------|-------|-------------------------|-------|-------|----------------|-------|-------|--|-------|-------|--|-------|-------|
| <table border="0" style="width: 100%;"> <tr> <td></td> <td style="text-align: center;">2019</td> <td style="text-align: center;">2018</td> </tr> <tr> <td>Garage rent</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Gas</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Insurance</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Licenses</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Oil</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Parking fees</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Rental fees</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Interest</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Property tax</td> <td>_____</td> <td>_____</td> </tr> </table> | | 2019 | 2018 | Garage rent | _____ | _____ | Gas | _____ | _____ | Insurance | _____ | _____ | Licenses | _____ | _____ | Oil | _____ | _____ | Parking fees | _____ | _____ | Rental fees | _____ | _____ | Interest | _____ | _____ | Property tax | _____ | _____ | <table border="0" style="width: 100%;"> <tr> <td></td> <td style="text-align: center;">2019</td> <td style="text-align: center;">2018</td> </tr> <tr> <td>Repairs</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Tires</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Tolls</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Lease addback</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Other expenses</td> <td>_____</td> <td>_____</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> </tr> <tr> <td></td> <td>_____</td> <td>_____</td> </tr> </table> | | 2019 | 2018 | Repairs | _____ | _____ | Tires | _____ | _____ | Tolls | _____ | _____ | Lease addback | _____ | _____ | Other expenses | _____ | _____ | | _____ | _____ | | _____ | _____ |
| | 2019 | 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Garage rent | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Gas | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Insurance | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Licenses | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Oil | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Parking fees | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Rental fees | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Interest | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Property tax | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | 2019 | 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Repairs | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tires | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tolls | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lease addback | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Other expenses | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | _____ | _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Business Use of Home

Name of business home is used for _____

What is the total square footage of your home that was used regularly and exclusively for business _____

What is the total square footage of your home _____

For daycare facilities not used exclusively for business, complete the following questions

How many days during the year was the area used _____

How many hours per day was the area used _____

The daycare facility was in operation for the entire year

| Expenses | Office expenses | | Home expenses | |
|------------------------------------|-----------------|-------|---------------|-------|
| | 2019 | 2018 | 2019 | 2018 |
| Mortgage interest | _____ | _____ | _____ | _____ |
| Real estate taxes | _____ | _____ | _____ | _____ |
| Excess mortgage interest | _____ | _____ | _____ | _____ |
| Excess real estate taxes | _____ | _____ | _____ | _____ |
| Insurance | _____ | _____ | _____ | _____ |
| Rent | _____ | _____ | _____ | _____ |
| Repairs & maintenance | _____ | _____ | _____ | _____ |
| Utilities | _____ | _____ | _____ | _____ |
| Other expenses | _____ | _____ | _____ | _____ |

In the "Office expenses" column, enter those expenses that pertain exclusively to your office; in the "Home expenses" column, enter those expenses that pertain to the entire dwelling.