



Client Name: \_\_\_\_\_ Date: \_\_\_\_\_

Tax Year: \_\_\_\_\_

**REAL ESTATE AGENT DEDUCTIONS**

The purpose of this worksheet is to help you organize your tax deductible business expenses. In order for an expense to be deductible, it must be considered an “ordinary and necessary” expense for your profession. Employees: Do not include expenses for which you have been reimbursed, expect to be reimbursed, or may be reimbursed under your employer’s plan. Employee business expenses are deductible only if you itemize deductions. You will benefit from deducting employee business expenses only to the extent your total miscellaneous itemized deductions exceed 2% of your adjusted gross income (AGI).

| <b>Professional</b>           |  |
|-------------------------------|--|
| Dues and Professional Fees    |  |
| Liability Insurance           |  |
| E&O Insurance                 |  |
| Professional Licenses         |  |
| Legal & Professional Expenses |  |
| Memberships                   |  |
| Publications                  |  |
| Other                         |  |
| Total:                        |  |

| <b>Office Expenses</b> |  |
|------------------------|--|
| Camera (business only) |  |
| Printer/Copier         |  |
| Business cards         |  |
| Computer supplies      |  |
| Office Supplies        |  |
| Postage                |  |
| Photocopying/Printing  |  |
| Client gifts (names)   |  |
| Other                  |  |
| Total:                 |  |

| <b>Vehicle Information</b> |  |
|----------------------------|--|
| Year/Make/Model            |  |
| Date placed in service     |  |
| Purchase cost              |  |
| Owned/financed or leased   |  |
| Total Mileage              |  |
| Other                      |  |
| Total:                     |  |

| <b>Sales</b>          |  |
|-----------------------|--|
| Advertising           |  |
| Appraisal Fees        |  |
| Courier Service       |  |
| Keys/Locksmith        |  |
| Lockboxes             |  |
| Sales Assistance      |  |
| Signs, flags, banners |  |
| Other                 |  |
| Total:                |  |