



## Worksheet for Trainers and Coaches

Non Reimbursed Business Expenses Only. Deductions Subject to Tax Authority Regulations.

Name: \_\_\_\_\_ Soc Sec. #: \_\_\_\_\_ Tax year \_\_\_\_\_

### WORK EXPENSES

- Advertising \_\_\_\_\_
- Advertising - Business Cards \_\_\_\_\_
- Advertising - Flyers \_\_\_\_\_
- Advertising - Photographs \_\_\_\_\_
- Advertising - Post Cards \_\_\_\_\_
- Agent \_\_\_\_\_
- Bookkeeper \_\_\_\_\_
- Client Gifts \_\_\_\_\_
- Coach/Training Fees \_\_\_\_\_
- Computer - Software \_\_\_\_\_
- Computer - Supplies \_\_\_\_\_
- Dues and Subscriptions \_\_\_\_\_
- Entertainment \_\_\_\_\_
- Entertainment - Meals \_\_\_\_\_
- Grooming \_\_\_\_\_
- Gym Fees - Membership \_\_\_\_\_
- Gym Rent \_\_\_\_\_
- Home Training Equipment \_\_\_\_\_
- Insurance: Health Insurance \_\_\_\_\_
- Insurance - Liability \_\_\_\_\_
- Internet Service \_\_\_\_\_
- Magazines \_\_\_\_\_
- Office Rent \_\_\_\_\_
- Office Supplies \_\_\_\_\_
- Pro Bono Training \_\_\_\_\_
- Professional Associations \_\_\_\_\_
- Professional Certification \_\_\_\_\_
- Professional Event Review \_\_\_\_\_
- Publicist \_\_\_\_\_
- Reference Books \_\_\_\_\_
- Reference Books - CDs \_\_\_\_\_
- Reference Books - DVDs \_\_\_\_\_
- Reference Books - Videos \_\_\_\_\_
- Safety Equipment \_\_\_\_\_
- Schedule Books \_\_\_\_\_
- Seminars \_\_\_\_\_
- Supplements \_\_\_\_\_
- Training Gear \_\_\_\_\_
- Web Page \_\_\_\_\_

### EQUIPMENT

- Cell Phone \_\_\_\_\_
- Computer \_\_\_\_\_
- Fax \_\_\_\_\_
- Headphones \_\_\_\_\_
- IPOD/MP3 \_\_\_\_\_
- Printer \_\_\_\_\_

### OUT OF TOWN EXPENSES

- Airfare \_\_\_\_\_
- Hotel \_\_\_\_\_
- Meals \_\_\_\_\_
- Taxi/Rental Car \_\_\_\_\_

### AUTO EXPENSE

- % Business Use \_\_\_\_\_
- Gas \_\_\_\_\_
- Insurance \_\_\_\_\_
- Lease - Down Payment \_\_\_\_\_
- Lease - Payment \_\_\_\_\_
- License \_\_\_\_\_
- Maintenance \_\_\_\_\_
- Mileage 01/01 \_\_\_\_\_
- Mileage 12/31 \_\_\_\_\_
- Parking \_\_\_\_\_
- Purchase or Lease \_\_\_\_\_
- Purchase Price \_\_\_\_\_
- Wash \_\_\_\_\_
- Mortgage Interest \_\_\_\_\_
- Property Taxes \_\_\_\_\_
- Charitable Donations \_\_\_\_\_

*This itemization sheet will provide an assist getting the most deductions possible. Please call 323/656-7532 with questions and to schedule your tax appointment*