



STEELE CREEK TAX SERVICE

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REALTOR EXPENSE 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. You may include other applicable expenses. Do not include expenses for which you have been reimbursed, expect to be reimbursed or are reimbursable.

| SALES | | PROFESSIONAL | |
|---|--|----------------------|--|
| Advertising | | Continuing Education | |
| Appraisal Fees | | Dues | |
| Bank Charges | | E & O Insurance | |
| Business Cards | | Legal Fees | |
| Clerical | | Licenses | |
| Client Gifts | | Memberships | |
| Courier Service | | Multiple Listing | |
| Fees: Commissions Paid | | Publications | |
| Fees: Escrow/Loan Fees | | Resumes | |
| Fees: Referrals | | Seminars | |
| Film/Processing | | Other | |
| Flowers/Cards | | Other | |
| Food | | TOTAL | |
| Keys/Locksmiths | | TELEPHONE | |
| Lock Boxes | | Answering Service | |
| Map Books | | Beeper/Pager | |
| Office Expense | | Cellular | |
| Open House | | Long Distance Faxes | |
| Photocopying | | 2 nd Line | |
| Postage | | Telephone | |
| Printing | | Other | |
| Repairs | | EQUIPMENT | |
| Rent | | Calculator | |
| Sales Assistants | | Camera | |
| Signs/Flags/Banners | | Cell Phone | |
| Software | | Chair/Desk | |
| Stationery | | Filing Cabinet | |
| Tools | | Tape Recorder | |
| Other | | Telephone | |
| Other | | Other | |
| TOTAL | | TOTAL | |
| VEHICLE, TRAVEL & ENTERTAINMENT – SEE REVERSE SIDE | | | |