

AUTO SALESPERSON DEDUCTIONS

NAME		TAX YEAR	
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SALES EXPENSES	
Advertising	
Bank Charges	
Marketing	
Clerical	
Client Gifts	
Courier Service	
Commission	
Customer Refreshments	
Gifts	
Fuel, customers vehicle	
Postage	
Printing	
Promotional Items	
Referrals	
Repairs	
Sales Assistants	
Sales Inducements	
Stationery	
Team Sales Incentives	
Tools	
Uniforms - Dealer Required	
Travel - overnight	
Washes/waxes, customers	
Other _____	
Other _____	
Other _____	

The purpose of this worksheet is to help you organize your tax-deductible 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.
Please provide documentation for each itemized expense.

VEHICLE & TRAVEL	
See Vehicle, Travel & Entertainment Worksheet	
PROFESSIONAL	
Continuing Ed	
Dues	
Legal Fees	
Licenses/Memberships	
Seminars	
Publications	
Office Supplies	
Office Equipment	
Other _____	
Other _____	
TELEPHONE	
Cell Phone	
Fax Line	
2nd Line	
Other _____	
OTHER	