



Chicago Office
Tel. 708/583-0300
Fax:708/583-0333

Lockport Office
Tel. 815/836-0100
Fax:815/836-0600

Palatine Office
Tel. 847/359-8100
Fax:847/359-8170

Expense List for Self - Employed Individuals

Your Name _____ Tax Year _____

Business Name (DBA) _____ Total income: \$ _____

I Expenses	Amount
1 Advertising.....	1
2 Bank fees.....	2
3 Equipment rent	3
4 Repairs (equipment)	4
5 Insurance (Workers Compensation, Liability, etc.).....	5
6 Legal and professional consulting.....	6
7 Meals and entertainment	7
8 Office expenses.....	8
9 Parking and tollways.....	9
10 Licenses and permits	10
11 Telephone	11
12 Uniforms.....	12
13 Laundry, upkeep (uniforms)	13
14 Small tools	14
15 Materials.....	15
16 Outside services/subcontractors.....	16
17 Other expenses (specify):	
a	a
b	b

II Automobile Expenses	
a If you deduct actual expenses specify:	
• fuel.....	•
• repairs & maintenance.....	•
• car wash.....	•
• insurance	•
• registrations.....	•
• loan interest (only interest paid, not entire payment).....	•
b If you deduct miles specify:	
• odometer reading as of January 1st.....	•
• odometer reading as of December 31st.....	•
• total miles driven.....	•
• business miles during this period.....	•
• is the vehicle purchased [] or leased []	

III Additional Expense List For Transportation Workers	
1 Truck insurance.....	1
2 DOT inspections.....	2
3 Heavy Vehicle Highway Use Tax.....	3
4 IFTA.....	4
5 Loan interest (truck & trailer) / interest only, not entire payments.....	5
6 Transportation registrations & plates.....	6
7 Medical examination (occupational).....	7
8 Meals-per diem rates allowances	
a. Full days (calculate days).....	a
b. Partial days (calculate partial days; for example departure or arrival).....	b

IV List of Assets (equipment, tools, etc. cost \$ 500 or more)	
<u>Description</u>	<u>Date of purchase</u>
a	a
b	b

Signature _____ Date _____