## Professional Deductions

Joint Filers: If both are using this worksheet, each person should complete their OWN copy. Do NOT combine expenses. Also use Equipment and / or Out of Town Worksheets as needed.

Please round all amounts to the NEAREST \$1.00.
(For example, enter $\$ 42$ for a deduction of $\$ 42.49$. Enter $\$ 43$ for a deduction of $\$ 42.50$ )

## Name:

Tax Year:

| Resumés and Promotion | \$ | Include photos, demos, biz cards, website fees \& maintenance. |
| :---: | :---: | :---: |
| Contract Players | \$ | Must submit each player a 1099 NEC if paid $\$ 600$ or more during year. |
| Did you pay any player $\$ 600$ or more during the year? Yes |  | No $\square$ If yes, did you issue a 1099NEC to each? Yes $\square$ No |
| Instrument Insurance | \$ |  |
| Office Expenses | \$ | Postage and shipping; stationery, pens, toner, etc.... think Staples |
| Studio Rental | \$ | Rehearsal or performance space. |
| Instrument Repairs | \$ |  |
| Professional Tools and Supplies | \$ | Sheet music, books, tuners, strings, reeds, CDs, etc. |
| Business Meals \& Entertainment | \$ | Must keep thorough records of who, when, \& why. Those fed or "entertained" should ideally be in a position to provide future employment, or it must be a "working meal" with those involved in a current project. |
| Union Dues and Fees | \$ | Annual dues, working dues (from final pay stubs), initiation fees. |
| Wardrobe and Maintenance | \$ | Required concert and performance clothing + cleaning \& repairs. |
| Business Gifts | \$ |  |
| Trade Publications* | \$ | Printed and online trade journals \& job search sites. |
| Job Search Transportation* | \$ | Public transit and cabs to/from in-town auditions \& unpaid gigs. |
| Professional Viewing | \$ | Tickets to performances; video rentals - must be related to profession. |
| Training | \$ | Coaching and lessons to improve or maintain current skills. |
| Production | \$ | Sound studio, arrangements, engineers, etc. |
| Misc. | \$ | For: |
| Misc. | \$ | For: |

Note: Items marked with an (*) above may not be "receiptable" - keep diary entries or use weekly averages.

| Cellphone / Internet | Service | Annual Cost | x Business Use | Deduction |
| :---: | :---: | :--- | :--- | :--- |
|  | Cellphone | $\$$ | $\%$ | $\$$ |
|  | Internet Access | $\$$ | $\%$ | $\$$ |

