

TAXPAYER _____

SOCIAL SECURITY # _____ TAX YEAR _____

SUPPLEMENT TO SCHEDULE A - EMPLOYEE BUSINESS EXPENSES

OCCUPATION: _____

BUSINESS USE OF PERSONAL AUTO
_____ mi @ _____ cents, or

Actual Expenses (see attached schedule) _____

CONVENTIONS, CONFERENCES AND EDUCATION:

A. Registration/Tuition Fees _____

Lodging _____ days @ \$ _____ _____

Meals _____ days @ _____ _____

Less 50% exclusion (_____)

Travel: Airfare, train, bus _____

_____ miles @ _____ cents _____

Books and Materials _____

B. Registration/Tuition Fees _____

Lodging _____ days @ \$ _____ _____

Meals _____ days @ _____ _____

Less 50% exclusion (_____)

Travel: Airfare, train, bus _____

_____ miles @ _____ cents _____

Books and Materials _____

DUES AND ASSESSMENTS _____

ENTERTAINMENT AND MEALS: _____ X 50% _____

LOCAL TRANSPORTATION _____

PARKING AND TOLLS _____

SUBSCRIPTIONS AND PUBLICATIONS _____

SUPPLIES _____

TELEPHONE AND FAX _____

OTHER: _____

LESS EMPLOYER REIMBURSEMENTS NOT INCLUDED IN W-2 (_____)

TOTAL _____