BUSINESS EXPENSES OF CONSTRUCTION WORKERS

NAME: _____ YEAR: _____

SUPPLIES
Flashlights $ _____
Blades _____
Brushes _____
Cleaning Supplies _____
Hammers _____
Knives _____
Ladder _____
Level _____
Tape _____
Tool Box _____
Business cards _____
Photocopying _____
Other:_____ _____
TOTAL: _____

LEGAL & PROFESSIONAL SERVICES _____
Legal _____
Tax preparation fees _____
Other:_____ _____
TOTAL: _____

MEALS & ENTERTAINMENT
Business meals
Entertainment
Event Tickets _____
Other:_____ _____
Overnight Business Meals _____
& Entertainment _____
TOTAL: _____

TELEPHONE
Answering service _____
Beeper/pager _____
Cellular _____
Faxes _____
Monthly base rate _____
Toll Calls _____
Phone Cards _____
Other:_____ _____
TOTAL: _____

PROMOTION
Advertising _____
Flowers & Gifts* _____
Other:_____ _____
TOTAL: _____

* Gifts are limited to $25 per individual per year.

If you have any questions, please call:

GrimesTax
Enrolled Agent
2570 Gladiator Drive
Fenton, MO 63026
(636) 225-1114 Fax: (636) 225-1700

DUES AND SUBSCRIPTIONS
License $ _____
Professional subscriptions _____
Reference Materials _____
Technical books _____
Trade publications _____
Union Dues _____
Other:_____ _____
TOTAL: _____

Uniform
Hard Hat
Steel toe Shoes _____
Work Belt _____
Work Pants _____
Work Shirts _____
TOTAL: _____

UNCLASSIFIED _____
Bank Charges _____
Bond _____
Credit Card Fees _____
Customer lists _____
Liability Insurance _____
Office expenses _____
Postage & shipping _____
Workers Comp Insurance _____
Equipment Rental _____
Tools (attach schedule) _____
Materials (attach schedule) _____
Office / Storage Rent _____
Other:_____ _____
_____ _____
TOTAL: _____

EQUIPMENT PURCHASES

	DATE	AMOUNT
Answer machine		
Cellular phone		
Computer		
Copier		
Furniture		
Fax Machine		
Printer		
Telephone		
Typewriter		
Other:_____ _____		
TOTAL:		