

Tax Matters



2052 Newport Boulevard, Suite 6, Costa Mesa, California 92627-7158

AIRLINE PERSONNEL

Client:

ID#:

Tax Year:

The purpose of this worksheet is to help you organize your tax deductible business expenses and **maximize your deductions**. 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.

Business Expenses

Alarm Clock, Portable	Taxi Fares
Answering Machine	Telephone - Long Distance
Badges, Crew	Thermometer
Batteries, Calculator	Tips, Limo, Van & Taxi Drivers
Batteries, Flashlight	Tools, Small
Batteries, Pager	Uniforms - Accessories
Batteries, Watch	Uniforms - Cabin & Cockpit
Bid Service Fee	Uniforms - Dry Cleaning & Laundry
Bid Trading Fees	Uniforms - Gloves
Calculators, Currency	Uniforms - Jackets & Coats
Cockpit Supplies,	Uniforms - Purse
(Jepp Manual Subscription)	Uniforms - Repairs
Cockpit Supplies, Maps & Charts	Uniforms - Scarfs
Cockpit Supplies, Other	Uniforms - Shoes & Outer Footwear
Corkscrew	Uniforms - Sweaters
Curling Iron, Portable Multi-Voltage	Voltage Converter
Currency Exchange	Other
Emblems, Uniform	Other
Flashlights, FAA Approved	Other
Hair Cuts, regulation	Other
Hair Dryer, Portable Multi-Voltage	Other
Hose, Support	Other
Keys, Jetbridge	Other
Luggage	Other
Luggage Carts	Other
Luggage, Garment Bags	Other
Luggage, Locks	Other
Luggage, Tags	TOTAL
Luggage, Tote Bags	Legal & Professional
Make-Up, Regulation	Education, Second Language
Nail Polish	Exam, FAA Physical
Pager	Insurance
Paging Service	Union Dues
Passport	TOTAL
Photographs, Badges & Passport	Travel - Company Meetings & Union Meetings
Publications, Entertainment	Travel - Air Fare, Train, Bus, Taxi, Car
Publications, FAA	Travel - Hotel
Publications, Professional	Travel - Laundry
Shoe & Boot Repairs	Travel - Mileage
Shoe & Boot Shine Kits	Travel - Tips
Smoke Detector, Portable Multi-Voltage	Travel Carts to Carry Equipment
	TOTAL