

Computer and High-Tech Professionals

All deductions must be out-of-pocket expenses that are NOT reimbursed by your employer.

Professional Fees & Dues		Supplies & Expenses	
Association Dues		Briefcase & Laptop Case	
Credentials		Business Cards	
License		Business Meals	
Professional Associations		Clerical & Bookkeeping Service	
Other: _____		Client Gifts & Greetings Cards	
Continuing Education		Computer Software	
Correspondence Course Fees		Computer Supplies	
Course Registration		Customer Lists & Database Costs	
Documentation		Development Costs	
Materials & Supplies		Entertainment	
Photocopy Expense		Equipment Repair	
Reference Materials		ISP & Internet Access	
Research Expenses		Legal & Professional Services	
Seminar Fees		Network Expenses	
Textbooks		Office, Stationary & Fax Supplies	
Other: _____		Postage & Shipping	
Telephone Expenses		Sub-contractor Labor	
Cellular & Paging Service		Technical Publications	
FAX Transmissions		Website Development Costs	
Internet Access (cable, DSL, etc)		Other: _____	
Other: _____		Equipment Purchases	
Auto Travel (In Miles)		Desktop Computers & Printers	
Between Jobs or Locations		FAX Machine, Palm Pilot, Copier	
Client Meetings		Modems & computer peripherals	
Continuing Education		Notebook Computer	
Job Seeking		Pager, Personal Ass.t, Cell Phone	
Out of Town Business Trips		Other: _____	
Parking Fees and Tolls (\$)		Travel - Out of Town	
Professional Society Meetings		Airfare	
Purchasing Job Supplies & Materials		Car Rental, Taxi, Bus, Train, etc	
Other: _____		Lodging	
Miscellaneous Expenses		Meals	
Domain name registration fees		Parking & Tolls	
Liability Insurance - Business		Porter, Bell Captain & Laundry	
Resume		Telephone Calls	
Subscriptions		Other: _____	