

## AIRLINE PERSONNEL DEDUCTIONS

Client: \_\_\_\_\_

ID# \_\_\_\_\_ Tax Year \_\_\_\_\_

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

| Uniforms               |  |
|------------------------|--|
| Alterations/Repairs    |  |
| Belts                  |  |
| Emblems/Insignia/Wings |  |
| Gloves                 |  |
| Hat                    |  |
| Jacket/Overcoat        |  |
| Laundry/DryCleaning    |  |
| Pants                  |  |
| Shirts/Blouses         |  |
| Shoes/Boots            |  |
| Sweater/Vest           |  |
| Ties/Scarf             |  |
| Other _____            |  |
| Other _____            |  |
| Total                  |  |

| Professional               |  |
|----------------------------|--|
| Bidding/Software/Fees      |  |
| Books/Manuals/Tapes        |  |
| Business Cards             |  |
| Internet                   |  |
| FAA Medical Exam           |  |
| ID Replacement             |  |
| Licenses                   |  |
| Passport/Photo/Visa        |  |
| Professional dues          |  |
| Subscriptions/Publications |  |
| Training Expense           |  |
| Union dues/Assessments     |  |
| Union Ofcr./Committee      |  |
| Other _____                |  |
| Other _____                |  |
| Total                      |  |

| Mileage          |  |       |
|------------------|--|-------|
| FAA Physical     |  | Miles |
| Company Physical |  | Miles |
| Training         |  | Miles |
| Other _____      |  | Miles |
| Total            |  |       |

| Vehicle & Travel                              |  |
|---|--|
| See Vehicle, Travel & Entertainment Worksheet |  |

| Equipment                |  |
|--------------------------|--|
| Alarm Clock/Portable     |  |
| Calculators              |  |
| Cockpit Keys             |  |
| Ear Piece/Protectors     |  |
| Flashlight/Batteries     |  |
| Flight Bag               |  |
| Jet Bridge Keys          |  |
| Log Book                 |  |
| Luggage/Garmet Bag       |  |
| Maps/Charts              |  |
| Name Tags                |  |
| Portable Security Device |  |
| Sunglasses               |  |
| Translators              |  |
| Voltage Converter        |  |
| Watch/Batteries          |  |
| Other _____              |  |
| Other _____              |  |
| Other _____              |  |
| Other _____              |  |
| Other _____              |  |
| Total                    |  |

| Telephone         |  |
|-------------------|--|
| Second Line       |  |
| Long distance     |  |
| Pay phone         |  |
| Cellular          |  |
| Answering machine |  |
| Fax line          |  |
| Pager             |  |
| Other _____       |  |
| Total             |  |

| Other Information |  |
|-------------------|--|
|                   |  |
|                   |  |
|                   |  |