

Name \_\_\_\_\_

SSN \_\_\_\_\_

### Employee Business Expenses

Enter "X" in one box:

Occupation in which you incurred the expenses \_\_\_\_\_

Filer

Spouse

#### Meals and Entertainment

- 1 Meals and entertainment expenses . . . . . 1
- 2 Enter "X" in the box if subject to DOT hours of service limits . . . . . 2

	Current Year Amount	Prior Year Amount
	<input type="checkbox"/>	<input type="checkbox"/>

#### Travel Expenses

- 3 Parking fees, tolls, and transportation, including train, bus, etc., that DID NOT involve overnight travel or commuting to and from work. . . . . 3
- 4 Travel expense while away from home overnight, including lodging, airplane, car rental, etc. DO NOT include meals and entertainment. . . . . 4


#### Other Employment Related Expenses

- 5 Business gifts . . . . . 5
- 6 Employment related education expenses . . . . . 6
- 7 Trade publications . . . . . 7
- 8 \_\_\_\_\_ 8
- 9 \_\_\_\_\_ 9
- 10 \_\_\_\_\_ 10
- 11 \_\_\_\_\_ 11
- 12 \_\_\_\_\_ 12


#### Employer Reimbursements

- 13 Enter employer reimbursements reported under code "L" in box 12 of Form W-2 . . . 13
- 14 Enter other employer reimbursements not reported to you in box 1 of Form W-2 . . . 14
- 15 Enter the total expense for meals and entertainment for the period covered by the reimbursements . . . . . 15


Name \_\_\_\_\_

SSN \_\_\_\_\_

Occupation in which you incurred these expenses \_\_\_\_\_

**Vehicle Information - Unreimbursed Employee Business Expenses**

**Vehicle 1 -**

**Vehicle 2 -**

		<b>Current Year Amount</b>	<b>Prior Year Amount</b>	<b>Current Year Amount</b>	<b>Prior Year Amount</b>
1	Date vehicle was placed in service . . . . .	1			
2	Cost of vehicle . . . . .	2			
3	Total miles driven for the year . . . . .	3			
4	Business miles driven during the year . . . . .	4			
5	Commuting miles included on line 3 . . . . .	5			
6	Average daily roundtrip commuting miles . . . . .	6			
7	Parking fees and tolls . . . . .	7			
8	Vehicle Interest . . . . .	8			
9	Vehicle Personal Property tax . . . . .	9			
<b>Actual Expenses</b>					
10	Gasoline, oil and repairs . . . . .	10			
11	Vehicle Insurance . . . . .	11			
12	Vehicle registration fees . . . . .	12			
13	Vehicle lease or rental . . . . .	13			
14		14			
15	Value of employer-provided vehicle (if 100% is included in W-2) . . . . .	15			

**Vehicle 3 -**

**Vehicle 4 -**

		<b>Current Year Amount</b>	<b>Prior Year Amount</b>	<b>Current Year Amount</b>	<b>Prior Year Amount</b>
1	Date vehicle was placed in service . . . . .	1			
2	Cost of vehicle . . . . .	2			
3	Total miles driven for the year . . . . .	3			
4	Business miles driven during the year . . . . .	4			
5	Commuting miles included on line 3 . . . . .	5			
6	Average daily roundtrip commuting miles . . . . .	6			
7	Parking fees and tolls . . . . .	7			
8	Vehicle Interest . . . . .	8			
9	Vehicle Personal Property tax . . . . .	9			
<b>Actual Expenses</b>					
10	Gasoline, oil and repairs . . . . .	10			
11	Vehicle Insurance . . . . .	11			
12	Vehicle registration fees . . . . .	12			
13	Vehicle lease or rental . . . . .	13			
14		14			
15	Value of employer-provided vehicle (if 100% is included in W-2) . . . . .	15			