

# AIRLINE PERSONNEL DEDUCTIONS

Client's Name: \_\_\_\_\_ Tax Year: 20\_\_\_\_\_

The purpose of this worksheet is to help you organize your tax deductible business expense. In order 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		MILEAGE	
Alterations/Repairs		FAA Physical	
Belts		Company Physical	
Emblems/Insignias/Wings		Training	
Gloves		Other: _____	
PROFESSIONAL		EQUIPMENT	
Hat		Alarm Clock/Portable	
Jacket/Overcoat		Calculators	
Laundry/Dry Cleaning		Cockpit Keys	
Pants		Ear Piece/Protectors	
Shirts/Blouses		Flashlight/Batteries	
Shoes/Boots		Flight Bag	
Sweater/Vest		Jet Bridge Keys	
Ties/Scarves		Log Book	
Other: _____		Luggage/Garment Bag	
Other: _____		Maps/Charts	
Bidding/Software/Fees		Name Tags	
Books/Manuals/Tapes		Luggage/Garment Bag	
Business Cards		Maps/Charts	
Internet		Name Tags	
FAA medical Exam		Portable Security Device	
ID Replacement		Sunglasses	
Licenses		Translators	
Passports/Photo/Visa		Voltage Converter	
Professional Dues		Other: _____	
Subscriptions/Magazines		TELEPHONE	
Training Expenses		2nd Line	
Union Dues/Assessments		Long Distance	
Union Ofcr./Committee		Cellular	
Other: _____		Answering Machine	
Other: _____		Fax Line	

The IRS/FTB requires that the taxpayer(s) be advised that it is their individual responsibility to keep or maintain actual receipts and completed personal checks used for the acquisition of any item or services expensed on their individual income tax return. While Lopez & Associates Income Tax Services does not require to view these receipts/invoices/checks, it will be necessary to produce these receipts if audited or questioned by the IRS/FTB to prove the expenses.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_