



**Tax
And Business
Service**

| Medical professionals | | | |
|--|--|---|--|
| Supplies & Expenses | | Continuing education | |
| Answering Machine/Cellular Service | | Correspondence Course/Registration Fees | |
| Bag – Medical | | Lab Fees/Textbooks/Reference Material | |
| Pager/Recorder/Tapes | | Materials & Supplies | |
| Computer and Printer (Special IRS Rules) | | Photocopy Expenses | |
| Business Cards and Briefcase | | Transcripts | |
| Business Meals (enter 100% of Expenses) | | Auto travel (in miles) | |
| Medical Equipment | | Between Medical Facilities | |
| Office Supplies | | Continuing Education | |
| Answering Service | | Interviews – Position | |
| Referral Service | | Out of Town Business Trips | |
| Repairs – Equipment | | Purchasing of Equipment and Supplies | |
| Stationery | | Tolls & Parking (\$) | |
| Other expenses | | Travel – out of town | |
| Malpractice & Liability Insurance | | Airfare, Train & Bus | |
| Journals – Medical | | Car Rental | |
| Legal Fees (protection and production of taxable income) | | Taxi/Subway/Parking/Tolls | |
| Periodicals – Medical | | Lodging (do not combine with meals) | |
| Professional Subscriptions | | Meals (do not combine with lodging) | |
| Uniforms & Upkeep | | Porter, Bell Captain | |
| Alterations | | Laundry | |
| Cleaning/Laundry | | Professional fees & dues | |
| Hat, Cap | | Alumni/Medical Association Dues | |
| Jacket, Pants, Scrubs, Shoes | | Professional Association Dues | |
| | | Union Dues | |
| | | | |
| Do not forget to retain your receipts! | | | |