

SPECIALTY WORKSHEET FOR AUTOMOBILE SALESPERSONS

In order to maximize your deductions, please complete this form.

CLIENT: _____

TAX YEAR: _____

Advertising (Print / Radio / TV)		Small Tolls	
Agency Charges for F&I & Trades		Stationary	
Agency Charges for Promo Items		Support Hosiery	
Banners & Flags		Support Shoes	
Batteries, Pager & Flashlight		Team Sales Incentives	
Beverages, Coffee & Sodas		Telephone (Business Use)	
Business Cards		Telephone, Cellular Air Time	
Charge Backs, Commission		Thank You, Birthday, and Other Cards	
Charge Backs, Warranties		Tips (Lot Porters & Detailer)	
Cleaning Equipment		Travel (Overnight)	
Commission Splits		Travel Miles @ ____ cents per mile	
Courtesy Reconditioning		Uniforms (Dealer Required)	
Entertainment, Meals (Tab Picked-up)		Union Dues	
Entertainment, Meals (You Attended)		Washes, Waxes, & Polish (Client & Demo Cars)	
Entertainment, Tickets (Given Away)		Other Items: List Below	
Flashlight			
Gasoline, Client's Vehicle			
License, Auto Sales			
License, Drivers			
Pager, Rental & Air Time Fees			
Pens & Pencils			
Postage			
Printing, Flyers			
Promotional Items			
Rental Cars			
Sales Inducements			
Seminars			