

SCHEDULE U			
UNREIMBURSED EMPLOYEE EXPENSE WORKSHEET		TAX YEAR	
HOME OFFICE DEDUCTIONS			
OFFICE SPACE			
	SQ.FT.	Total square footage of home.	
	SQ.FT.	Square footage of home used regularly and exclusively for business, regularly and exclusively for daycare, or regularly for inventory storage.	
WAGES			
\$		Total wages from this business.	
\$		Percent of wages from the business use of this home.	
HOME OFFICE EXPENSES			
Deductible Mortgage Interest	\$	Repairs & Maintenance	\$
Real Estate Taxes	\$	Utilities	\$
Homeowners or Renters Insurance	\$	Rent	\$
Other:	\$	Other:	\$
EMPLOYEE BUSINESS EXPENSES			
BUSINESS EXPENSES			
Union and Professional Dues	\$	Professional Subscriptions	\$
Uniforms and Protective Clothing	\$	Job Search Costs	\$
Tax Preparation Fees	\$	Meals and Entertainment	\$
Tools	\$	Telephone Use for Work	\$
Conferences & Seminars	\$	Other:	\$
Local Travel* (See notes below)	\$	Other:	\$
<i>*DEDUCTIBLE: Non-commuting Transportation (From Office to and from Clients): bus, subway, taxi, livery, car</i>			
<i>*NON-DEDUCTIBLE: Commuting Transportation (From Home to and from Office): bus, subway, taxi, livery</i>			
SIGNATURE			
<input checked="" type="checkbox"/> I verify that the above information is correct and that I can provide the documentation required to backup these claims.			
Printed Name		Signature	
Date			

NOTES: