

Real Estate Brokers and Professionals

Auto Travel (In miles)

Client Meetings

Continuing Education

Escrow & Loan Office Trips

Out of Town Business Trips

Showing Property

Parking Fees (\$)

Tolls (\$)

Other: _____

Travel - Out of Town

Airfare

Car Rental

Parking

Bus, Subway, Train, & Taxi

Lodging (do not combine with meals)

Meals (do not combine with lodging)

Porter, Bell Captain

Laundry

Bridge & Highway Tolls

Telephone Calls (including home)

Other: _____

Professional Fees & Dues

Association Dues

Chamber of Commerce

License Fees

Realty Board

Other: _____

Telephone Expenses

FAX Transmissions

Cellular & Paging Service

Pay Phone & Toll Calls

On-Line Charges

Other: _____

Continuing Education

Correspondence Course Fees

Materials, Supplies & Textbooks

Seminars & Motivational Tapes

Other: _____

Supplies & Expenses

Advertising, Signs, Flags & Banners	<input type="text"/>
On-Line Service Costs	<input type="text"/>
Attorney & Appraisal Fees	<input type="text"/>
Bank Charges	<input type="text"/>
Briefcase	<input type="text"/>
Business Meals (enter 100%)	<input type="text"/>
Equipment Repair	<input type="text"/>
FAX Supplies	<input type="text"/>
Film & Processing	<input type="text"/>
Finders Fees	<input type="text"/>
Gifts, Flowers, & Greeting Cards	<input type="text"/>
Insurance - E. & O. and Liability	<input type="text"/>
Legal & Professional Services	<input type="text"/>
Lock Boxes, Keys & Locksmith	<input type="text"/>
Map Book & Map Software	<input type="text"/>
Multiple Listing Service	<input type="text"/>
Office Expenses	<input type="text"/>
Open House Expenses	<input type="text"/>
Photocopy Expenses	<input type="text"/>
Postage & Shipping	<input type="text"/>
Referral Fees	<input type="text"/>
Rent	<input type="text"/>
Repairs to Sell Listed Property	<input type="text"/>
Stationery	<input type="text"/>
Other: _____	<input type="text"/>

Equipment Purchases

Answering Machine	<input type="text"/>
Calculator	<input type="text"/>
Camera	<input type="text"/>
Computer Equipment	<input type="text"/>
Copy Machine	<input type="text"/>
FAX Machine	<input type="text"/>
Printer	<input type="text"/>
Recorder & Pager	<input type="text"/>
Telephone	<input type="text"/>
Modems and computer peripherals	<input type="text"/>
Other: _____	<input type="text"/>