

POSSIBLE SCHEDULE C EXPENSE CATEGORY LIST

For clients who are self-employed.

(Note: geared towards musicians, but good for everyone)

- Advertising
- Agency or agent fees
- Auto Expenses
 - Must be per vehicle, if applicable.
 - Need total annual mileage, and total annual business mileage.
 - If taking actual expenses: Need fuel, oil, maintenance, insurance, interest paid (if any), parking, tolls, RTA Excise tax. List separately- this is important.
- Bank Charges - Monthly fees, overdraft fees, etc.
- Capital Equipment
 - Generally anything that you will use more than a year and costs more than \$2,500.
 - We need to know what you purchased, when it went into service in the business, and how much you paid for it.
 - If you started a business and had existing equipment, then we need the lower of fair market value or the original cost of the item. For musicians: You will likely have your instruments, amps, etc., in this category.
- Cleaning of Stage Attire or job-specific clothing (Dry Cleaning)
- Client Gifts
 - Only \$25 per person per year allowable but you can add wrapping, packaging, shipping, cards, etc.
- Commissions or other musicians or contracted workers paid
- Continuing Education – business-specific classes, seminars, conferences, online learning, etc.
- Cost of Goods Sold -
 - If selling CD's, need to know how much it cost to manufacture each one. Will also need beginning and ending inventory numbers each year.
- Estimated tax payments made to IRS.
 - Need to know exact dates, amounts, and the year it was applied to.
- Film and Processing Costs
- Fliers/Delivery for shows/handbills etc.
- Insurance (Totaled separately) -
 - Health and dental - if not paid with pre tax dollars
 - Business, E&O, Bond etc.
 - Equipment
 - Homeowners
- Interest Paid
 - Credit Card
 - Bank Loans-business related
 - Mortgage-if stand-alone business property
- Legal & Professional-Attorneys, Tax Prep, Accountants etc

- Licensing & Taxes – exclude any penalties and interest paid.
- Meals and Entertainment
 - List in town and out of town separately.
- Memberships fees and/or Union Dues
- Outside Services - If total paid is over \$600 per year, should issue 1099's.
- Office in Home Info
 - Rent, if applicable
 - Utilities
 - Maintenance/Repair
 - Need square footage of total home, and office space. Also basis of home if owned (original purchase price plus all improvements made).
 - Mortgage Interest
 - Home-owners and/or Mortgage Insurance
 - Home-owners Association dues
 - Real estate taxes
- Office expenses
 - Supplies
 - PO Box rent
- Office/Rehearsal/Studio Space rent
- Research
 - Newspapers, publications used to stay current in field
 - Event (museum, live show, etc.) entrance fees
- Sheet Music/CD's/DVD's/Publications
- Stage Attire – clothes that cannot be worn on a regular basis
- Supplies- picks, strings, sticks, etc. Separate from Office Supplies
- Telecommunications
 - Cell Phone – total cost and % used for business
 - Any add-ons that are not basic service from home phone like voice messaging, call waiting, etc.
 - Any business related long distance
 - Internet Service/DSL etc. - total cost and % used for business
 - Additional phone lines used for business - note: the first land line is excluded/not allowed as a deduction.
 - Netflix, Hulu, etc. if used for business/research - total cost and % used for business
- Travel
 - Lodging
 - All transportation expenses except personal auto (airfare, train, taxi, Uber, Lyft, etc.)
 - Tips
 - If out of town I need to know city, date, and how many days in order to calculate the per diem rate (instead of actual meal/incidental expenses).
- Wages & Payroll taxes if you have employees
- Website costs – domain, creation, etc.