

TaxPro USA, Inc.

Real Estate Agents & Brokers

Name: _____

Phone: _____

Auto Travel (In miles)		Supplies & Expenses	
Client Meetings	mi	Advertising, Signs, Flags & Banners	\$
Continuing Education	mi	Attorney & Appraisal Fees	\$
Escrow & Loan Office Trips	mi	Bank Charges	\$
Out of Town Business Trips	mi	Briefcase	\$
Showing Property	mi	Business Meals (enter 100%)	\$
Parking Fees (\$)	\$	Equipment Repair	\$
Tolls (\$)	\$	FAX Supplies	\$
Other:	mi	Film & Processing	\$
Travel - Out of Town		Finders Fees	\$
Airfare	\$	Gifts, Flowers, & Greeting Cards	\$
Car Rental	\$	Insurance - E. & O. and Liability	\$
Parking	\$	Legal & Professional Services	\$
Bus, Subway, Train, & Taxi	\$	Lock Boxes, Keys & Locksmith	\$
Lodging (do not combine with meals)	\$	Map Book & Map Software	\$
Meals (do not combine with lodging)	\$	Multiple Listing Service (MLS)	\$
Porter, Bell Captain	\$	Office Expenses	\$
Laundry	\$	On-Line Service Costs	\$
Bridge & Highway Tolls	\$	Open House Expenses	\$
Telephone Calls (including home)	\$	Photocopy Expenses	\$
Other:	\$	Postage & Shipping	\$
Professional Fees & Dues		Referral Fees	\$
Association Dues	\$	Rent	\$
Chamber of Commerce	\$	Repairs to Sell Listed Property	\$
License Fees	\$	Stationery	\$
Realty Board	\$	Other:	\$
Broker Dues	\$	Equipment Purchases	
Telephone Expenses		Answering Machine	\$
FAX Transmissions	\$	Calculator	\$
Cellular Service	\$	Camera	\$
Answering Service	\$	Computer Equipment	\$
On-Line Charges	\$	Copy Machine	\$
Other:	\$	FAX Machine	\$
Continuing Education		Modems and computer peripherals	\$
Correspondence Course Fees	\$	Printer	\$
Materials, Supplies & Textbooks	\$	Recorder & Pager	\$
Seminars & Motivational Tapes	\$	Telephone	\$
Other:	\$	Other:	\$
Other:	\$	Other:	\$
Other:	\$	Other:	\$
Other:	\$	Other:	\$
Other:	\$	Other:	\$
Other:	\$	Other:	\$
Other:	\$	Other:	\$

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