

ENTERTAINMENT INDUSTRY		TAXPAYER	SPOUSE
BUSINESS INCOME – 1099, cash, Paypal, Venmo (not W2 or brokerage)			
ADVERTISING – bus. cards, photos, IMDB, demo reel, website			
COMMISSIONS – agents, manager			
CONTRACT LABOR – subcontract labor, assistants			
INSURANCE – business (not health or vehicle)			
INTEREST – paid on business expenses			
LEGAL & PROFESSIONAL – tax preparation, accounting, legal			
OFFICE EXPENSE – internet, postage, UPS, FedEx, messengers			
EQUIPMENT RENTAL – vehicle, machinery, equipment			
REPAIRS – computer, equipment, phone			
SUPPLIES – paper, batteries, toner, art supplies			
TELEPHONE – cell phone, landline			
TRAVEL – airfare, hotels, cabs, train			
MEALS – business meals, food on location			
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COMPUTER SUBSCRIPTIONS – DropBox, Adobe, Microsoft Office			
EDUCATIONAL/COACHING – classes, seminars, workshops			
PROMOTIONAL – client gifts, wrap gifts			
RESEARCH – films, concerts, cable TV, streaming services			
STORAGE FEES – for kit & equipment			
TRADE PUBLICATIONS – industry mags, books, newspaper subscriptions			
UNION DUES & PROFESSIONAL MEMBERSHIPS			
EQUIPMENT PURCHASES – total			
FEDERAL INCOME TAX PAYMENT – extension, estimated tax			
STATE INCOME TAX PAYMENT – extension, estimated tax			
RETIREMENT CONTRIBUTION – SEP, IRA, Roth IRA			
MEDICAL INSURANCE			
MEDICAL EXPENSE			
REAL ESTATE TAX			
MORTGAGE INTEREST			
CHARITY – cash, check			
CHARITY – non-cash contributions, Goodwill, Salvation Army, Out of The Closet			
HOME OFFICE	VEHICLE EXPENSE	VEHICLE 1	VEHICLE 2
BUS. USE SQ FT	YEAR ACQUIRED & TYPE		
TOTAL SQ FT	TOTAL MILEAGE ADDED THIS YEAR		
INSURANCE	BUS. MILEAGE ADDED THIS YEAR		
RENT	PARKING		
REPAIRS	GASOLINE OR APPROX MILES PER GAL.		
UTILITIES	REPAIRS, TIRES, TUNE-UPS		
	INSURANCE		
	REGISTRATION/DMV		
	LEASE EXPENSE		

BUSINESS EQUIPMENT PURCHASED DURING THE YEAR:

Date Purchased (mm/dd/yyyy)	Description	Cost

total _____

CHECK LIST:

- Make sure all names are exactly as they appear on the Social Security cards.
- Subtotal all your receipts and write the totals in the appropriate categories.
- Bring all W-2s and 1099s with you.
- If you sold any stocks, bring in all information, including date and price of purchase and sale.
- Make sure Social Security numbers are included for all children (dependents).
- Fill out the following:

Address: _____

City _____ State _____ Zip _____

Phone: home _____ work _____ cell _____

email: _____

If you prefer, email directly to hnr@hnrclark.com or fax to: 818.848.5832

H.N.R. CLARK

get Acrobat Reader

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FOR OFFICE USE ONLY:

ESTIMATED FED REFUND _____	ESTIMATED STATE REFUND _____
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