

Realtor Expense Worksheet
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Norwalk Business Service, Inc
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Income (Total 1099 Income) \$ _____
Other Income \$ _____

Auto Expense

Total Miles..... _____
Total Bus. Miles 01/01-06/30 _____
Total Bus. Miles 07/01-12/31 _____
MPG..... _____
Gas..... \$ _____
Repairs..... \$ _____
Tires..... \$ _____
Insurance..... \$ _____
Misc-Car Wash..... \$ _____
Business Auto DMV..... \$ _____
Auto Lease..... \$ _____
Interest on Business Auto.... \$ _____
Parking..... \$ _____
Tolls..... \$ _____

Advertising

Printing..... \$ _____
Fliers..... \$ _____
Newspaper Ads..... \$ _____
Signs..... \$ _____
Handouts..... \$ _____
Calendars, Notepads, etc. ... \$ _____
Website Advertising..... \$ _____

Bank Charges \$ _____

Commissions Paid Out \$ _____

Dues

Board Fees..... \$ _____
MLS Fees..... \$ _____
Lock Box/Supra Expense.. \$ _____
Computer Fees..... \$ _____

Subscriptions

Books & Magazines..... \$ _____
Online Services/Dialers..... \$ _____

Education

Classes/Seminars..... \$ _____
Lodging (overnight)..... \$ _____
Meals (overnight)..... \$ _____

Equip. Purchased Date

Computer..... / / \$ _____
Offc. Furniture..... / / \$ _____
Cell Phone..... / / \$ _____
Ipad/Notebook..... / / \$ _____

Insurance

Errors & Omissions..... \$ _____
Workers' Comp..... \$ _____

Office Supplies

Postage..... \$ _____
Business Cards..... \$ _____
Office Supplies..... \$ _____
Computer Supplies..... \$ _____

Rent (desk) \$ _____

Cost of Sale Including Repairs

Business Equipment..... \$ _____
Smoke Alarms..... \$ _____
Client's Properties..... \$ _____
Property Photography..... \$ _____
Staging..... \$ _____
Personal Protective Equipment.. \$ _____

Services

Attorney..... \$ _____
Payroll (W3, 941, 940, DE9) \$ _____
Tax Consultant..... \$ _____
Transaction Coordinator..... \$ _____

Telephone Services

Business Cell Phone..... \$ _____
Business Fax Line..... \$ _____
Business Internet..... \$ _____
Business Long Distance \$ _____
Business Separate Phone.... \$ _____
Business Website..... \$ _____

Travel, Meals, Gifts

Air, Rail, Uber, Taxi..... \$ _____
Car Rentals..... \$ _____
Meals..... \$ _____
Gifts (\$25 each person)..... \$ _____

Miscellaneous

Broker Preview..... \$ _____
Open House..... \$ _____
Zillow.com..... \$ _____
Realtor.com..... \$ _____
Zoom..... \$ _____
Other Online Resources.... \$ _____

Miscellaneous (List Large Expenses Separate)

_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____

Due to AB5, Non-Employee Assistant Fees are no longer deductible