

VOLUNTEER INCOME TAX ASSISTANCE 2019

PERFORMING ARTS PROFESSIONAL EXPENSES

NAME _____ (Married Use Separate Form)

Use EXACT Amounts – Do Not Estimate

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• Accompanist and Audition Expense	\$		
• Advertising and Publicity (website, photos, resume, Showfax, IMDb, Actors Access, etc.)	\$		
• Agents Commissions and Managers Fees	\$		
• Auto Expense (use Automobile Expenses worksheet)	Worksheet		
• Coaching/Classes and Lessons (voice, dance, acting, etc., No Gym Memberships)	\$		
• Equipment/Business Software (provide details below)	XXXXXXXX		
• Gifts for Business (limited to \$25 per recipient per year)	\$		
• Internet and/or Streaming Services (business percentage only) Total \$ _____ x _____ % =	\$		
• Make Up and Hair Care (only when working)	\$		
• Office Supplies, Stationery & Postage	\$		
• Rental of Studio Space and/or Equipment	\$		
• Repairs and Maintenance (Equipment, Instruments, Warranty Contracts, etc.)	\$		
• Research and Misc. Supplies (Sheet Music, Books, DVDs, Scripts, iTunes, Headphones, Apps, etc.)	\$		
• Stage Manager Supplies (Kit, First Aid, Blacks, Tools, other SM's expenses)	\$		
• Tax Preparation, Legal Fees, Professional Fees (business-related only)	\$		
• Telephone (business-percentage only or 100% for 2 nd Line) Total \$ _____ x _____ % =	\$		
• Tickets for Research (theatre, film, concert, dance, Netflix, only for yourself)	\$		
• Tips and Gratuities (backstage, dressers, stage door personnel, etc.)	\$		
• Trade Publications (Backstage, Variety, Performer Cues, Call Sheet, etc.)	\$		
• Travel Expenses (use Out of Town worksheet – out of town airfare, lodging, etc.)	Worksheet		
• Transportation/Transit Seeking Employment (Public Transit, Taxi, Livery, Shuttle, etc.)	\$		
• Union Dues & Initiation Fees (include AEA & SAG-AFTRA “working “dues)	\$		
• Wardrobe and cleaning (costumes & specialized dancewear – No Streetwear)	\$		
• Other	\$		
• Other	\$		
TOTAL OF EXPENSES LISTED ABOVE	\$		
• Meals for Business - locally (receipts should indicate who, what, where, when & why)	\$		
(Do not include out of town meals here – see Out of Town Expense Worksheet)			

EQUIPMENT EXPENSE

ITEM PURCHASED	DATE OF PURCHASE	COST OF ITEM Including Tax	PERCENT (%) OF USE FOR BUSINESS	DEDUCTIBLE AMT. (cost x bus. %)