

<b>Your Name:</b>	<b>Business Name:</b>	<b>EIN:</b>
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**■ WRITERS AND COMPOSERS EXPENSES**

Instructions: DOLLARS ONLY, NO CENTS. Note: Employee expenses are no longer deductible at the federal level but maybe deductible at the state level.

EXPENSE CATEGORY	BIZ	EMPL	EXPENSE CATEGORY	BIZ	EMPL
Advertising and Promotion:			Supplies, other than office		
Website Expenses			Materials		
Commissions and fees:			Business Taxes and licenses		
Bank charges on business accounts			Travel: use separate worksheet		
Dues and professional memberships			Meals and entertainment with clear business purpose		
Entry fees			Utilities for office/studio (not home)		
Contract labor (See Independent Contractor paragraph, below)			Wages paid with tax withheld		
Insurance for business (not health)			Other Expenses		
Interest on business loans			Business gifts limited to \$25 per recipient		
Professional services			Education to further career		
Legal fees incurred for business			Research:		
Accounting fees			Admissions, professional viewing		
Office supplies, stationery:			Audio recordings used in work		
Copies and printing			Books and other research material		
Internet access – <i>Report the business % of the total cost</i>			Trade publications		
Messengers, delivery services			Video rentals for research		
Postage			Telephone: Cell – Business percentage <i>Report the business % of the total cost</i>		
Software/Subscriptions			Transportation: local, non-commuting, job to job or job search		
Shipping and freight			Sheet Music		
Rent:100% business only, not home. (See Home Office Organizer to report those expenses.)			Video/Film duplication		
Office/Rehearsal space					
Equipment					
Storage					
Repairs and maintenance					
			Did you make payments for which you are required to issue 1099's?	Yes	No
			If so, did you issue 1099's?	Yes	No

<b>INDEPENDENT CONTRACTORS</b>	<i>Provide name, address, Soc. Sec. number and amount paid to each person you paid more than \$600 in 2021 for business services. We will generate forms 1099's and associated paperwork for these independent contractors. Should be mailed to contractors by Jan. 31, 2022.</i>
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<b>EQUIPMENT</b>	<i>On a separate sheet, list equipment purchased during tax year. Include a description ("computer"), date purchased and total price including tax, shipping, etc. Items under \$300 or with a useful life of less than one year can be bundled together and included above under "Supplies."</i>
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