

Real Estate Brokers and Professionals

<i>Auto Travel (In miles)</i>		<i>Supplies & Expenses</i>	
Client Meetings		Advertising, Signs, Flags & Banners	
Continuing Education		On-Line Service Costs	
Escrow & Loan Office Trips		Attorney & Appraisal Fees	
Out of Town Business Trips		Bank Charges	
Showing Property		Business Cards	
Parking/Tolls (\$)		Business Meals (enter 100%)	
Mileage Tracking App		Equipment Repair	
Other:		FAX Supplies	
<i>Travel - Out of Town</i>		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)		Multiple Listing Service	
Meals (do not combine with lodging)		Office Expenses	
Bridge & Highway Tolls		Open House Expenses	
Other:		Photocopy Expenses	
Other:		Postage & Shipping	
<i>Professional Fees & Dues</i>		Referral Fees	
Association Dues		Rent	
Chamber of Commerce		Repairs to Sell Listed Property	
License Fees		Sponsorships	
Realty Board		Stationery	
Other:		Other:	
Other:		Other:	
<i>Telephone Expenses</i>		Other:	
Office phone		<i>Equipment Purchases</i>	
Fax Service		Camera	
Cellphone		Computer Equipment	
On-Line Charges		Copy Machine	
Other:		FAX Machine	
Other:		Printer	
<i>Continuing Education</i>		Cellphone	
Online Course Fees		Computer Peripherals	
Materials, Supplies & Textbooks		Other:	
Seminars		Other:	
Other:		Other:	