

Form A - 2106

Un-reimbursed Employee Expenses

Employee: _____ Occupation in Which
You Incurred Expenses _____

- If you used your vehicle or had travel expenses for work and did not get reimbursed completely from your employer - you may be able to deduct your expenses.

Amount received from Employer for reimbursement or allowance \$ _____

Vehicle expenses

Type of Vehicle: Year _____ Make & Model _____

Total miles used for work _____

Total miles driving entire year (personal and work) _____

Date started using your vehicle for work? _____

Did you have another vehicle available for personal use? _____

Was your vehicle available for personal use during Off-duty hours? _____

Do you have evidence to support your deduction in writing? _____

Parking Fees, tolls, and transportation including train, bus etc. \$ _____
(That did not involve overnight travel or commuting to and from work)

Travel Expenses while away from home overnight \$ _____
(Including lodging, airplane car rental etc.)

Meals and Entertainment expenses \$ _____

OTHER BUSINESS EXPENSES NOT REIMBURSED BY EMPLOYER

Business Gifts \$ _____ Supplies \$ _____

Education \$ _____ Small Tools \$ _____

Trade Publications \$ _____ \$ _____

_____ \$ _____ \$ _____

_____ \$ _____ \$ _____

Larger Tools/Equipment

Date Purchased	Description	Amount
_____	_____	_____
_____	_____	_____
_____	_____	_____