

Your Name: _____
Phone Number: _____

BOB LINDGREN TAX SERVICE (www.BobLindgren.com)
200 W 98TH ST #101
BLOOMINGTON, MN 55420
952-881-7053

Write down the income from spiffs and 1099s. Confirm that is reported on the tax return when you pick up tax return
List exact amount of spiffs and 1099s here _____

Advertising

- Auto and boat shopper publications _____
- Briefcase/ Daily Planner / Refills _____
- Cell Phone Expenses _____
- Commissions you paid to others _____
- Dues and Membership fees _____
- Flowers/ gifts/ promotional items to clients _____
- Gas paid for clients _____
- Internet _____
- Mailers/Cards sent to clients _____
- NADA and Blue Books _____
- Other List category and amount _____
- Office expenses (pens, paper, etc) _____
- Office furnishings _____

Parts / Mats/ Supplies paid for clients _____

Referral Fees

- Secretarial expenses you paid _____
- Tickets (sports / concerts) _____
- Trade Show Booths / Expenses _____
- Trailer _____
- Travel hotel / Airfare / auto rental _____
- Uniforms (your company / employer) _____

Auto Expenses	Car #1	Car #2
Make and Model	_____	_____
Date Purchased	_____	_____
Beg. Odometer 1/1/10	_____	_____
End Odometer 12/31/10	_____	_____
Total Miles in 2010	_____	_____
Business Miles 2010	_____	_____
Commuting miles/ day	_____	_____
License Tabs	_____	_____
Gas / Oil / Washes	_____	_____
Auto Club	_____	_____
Repairs	_____	_____
Vehicle lease	_____	_____
Demo Charge/ Month/Yr	_____	_____
Auto Interest	_____	_____
Parking meter tolls	_____	_____
Other	_____	_____

- Entertainment Expenses
- Breakfasts _____
 - Coffee _____
 - Donuts/ Bagels _____
 - Lunches _____
 - Dinners _____
 - Happy hours (drinks / beverages) _____
 - Pop _____
 - Golf _____
 - Tickets (sporting / concerts) _____

The IRS and State of Minnesota are looking for money. Keep all receipts and documentation.

If you received spiffs and commissions that are reported on a 1099...please write down the amount received and verbally tell the tax preparer the amount and confirm that is reported on your tax return upon completion of the tax return. Keep all receipts and document your expenses. Talk to your employer about your reimbursement policy.

Your Signature _____ Amount of spiffs or 1099s received _____