

# Fighter Fighters Tax Deduction Worksheet:

## **PROFESSIONAL FEES & DUES:**

Dues paid to professional societies related to your occupation as a firefighter are deductible. However, the costs of initial admission fees paid for membership in certain organizations or social clubs are considered capital expenses.

Deductions are allowed for payments made to a union as a condition of initial or continued membership. Such payments include regular dues, but not those that go toward defraying expenses of a personal nature. However, the portion of union dues that goes into a strike fund is deductible.

## **UNIFORMS & UPKEEP EXPENSES;**

Generally, the costs of your firefighter uniforms are fully deductible. IRS rules specify that work clothing costs and the cost of maintenance are deductible if (1) the uniforms are required by your employer (if you're an employee); and (2) the clothes are not adaptable to ordinary street wear. Normally, the employer's emblem attached to the clothing indicates it is not for street wear. The cost of protective clothing (e.g. safety shoes or goggles) is also deductible.

## **TELEPHONE EXPENSES:**

The basic local telephone service costs of the first telephone line in your residence are not deductible. However, toll calls from that line are deductible if the calls are business-related. The costs (basic fee and toll calls) of a second line in your home are also deductible if the line is used exclusively for business.

## **CONTINUING EDUCATION:**

Educational expenses are deductible under either of two conditions: (1) your employer requires the education in order for you to keep your job or rate of pay; or (2) the education maintains or improves skills as a firefighter. Costs of courses that are taken to meet the minimum requirements of a job, or that qualify you for a new trade or business, are NOT deductible.

## **MISCELLANEOUS:**

House dues and meal expenses may be deductible. Firefighters are often required to eat their meals at the station house. One court case (Sibla) said that the costs of such meals are nondeductible unless the firefighters: (1) are required to make payments to a common mess fund as a condition of employment, and (2) must pay whether or not they are at the station house to eat the meals. Contact this office for further details on this deduction.

Expenses of looking for new employment in your present line of work are deductible - you do not have to actually obtain a new job in order to deduct the expenses. Out-of-town job-seeking expenses are deductible only if the primary purpose of the trip is job seeking, not pursuing personal activities.

## **EQUIPMENT & REPAIRS:**

Generally, to be deductible, items must be ordinary and necessary to your job as a firefighter and not reimbursable by your employer. Record separately from other supplies the costs of business assets that are expected to last longer than one year and cost more than \$100. Normally, the costs of such assets are recovered differently on your tax return than are other recurring, everyday business expenses such as flashlights, batteries and other supplies.

**AUTO TRAVEL:**

Your auto expenses are based on the number of qualified business miles you drive. Expenses for travel between business locations or daily transportation expenses between your residence and temporary work locations are deductible; include them as business miles. Expenses for your trips between home and work each day, or between home and one or more regular places of work, are COMMUTING expenses and are NOT deductible.

Document business miles in a record book as follows: (1) give the date and business purpose of each trip; (2) note the place to which you traveled; (3) record the number of business miles; and (4) record your car's odometer reading at both the beginning and end of the tax year. Keep receipts for all car operating expenses - gas, oil, repairs, insurance etc. and of any reimbursement you received for your expenses.

**OUT-OF-TOWN TRAVEL:**

Expenses accrued when traveling away from "home" overnight on job-related and continuing education trips are deductible. Your "home" is generally considered to be the entire city or general area where your principal place of employment is located. Out-of-town expenses include transportation, meals, lodging, tips and miscellaneous items like laundry, valet etc.

Document away-from-home expenses by noting the date, destination and business purpose of your trip. Record business miles if you drove to the out-of-town location. In addition, keep a detailed record of your expenses- lodging, public transportation, meals, etc. Always list meals and lodging separately in your records. Receipts must be retained for each lodging expense. However, if any other business expense is less than \$75, a receipt is not necessary if you record all of the information in a timely diary. You must keep track of the full amount of meal and entertainment expenses even though only a portion of the amount may be deductible.

<b>PROFESSIONAL FEES &amp; DUES</b>		<b>AUTO TRAVEL</b>		<b>CONTINUING EDUCATION</b>	
Association Dues		Between 1 <sup>st</sup> & 2 <sup>nd</sup> Jobs (mi)		Correspondence Course Fees	
House Dues (Sibla 1980, CA9)		Between Stations (mi)		Course Registration	
Union Dues		Continuing Education (mi)		Materials & Supplies	
Other:		Out-of-Town Business Trips (mi)		Photocopy Expenses	
<b>UNIFORMS &amp; UPKEEP</b>		Purchasing Equipment & Supplies (mi)		Reference Materials	
Alterations & Repairs		Uniform Cleaning & Maintenance (mi)		Seminar Fees	
Boots & Shoes		Parking Fees (\$)		Text Books	
Cleaning		Tolls (\$)		Other:	
Emblems		Other:		<b>OUT-OF TOWN TRAVEL</b>	
Gloves		<b>SUPPLIES &amp; EXPENSES</b>		Airfare	
Hat & Helmet		Answering Machine		Bridge & Highway Tolls	
Jacket		Batteries		Bus & Subway	
Laundry		Beeper		Car Rental	
Pants		Binoculars		Laundry	
Shirts & Ties		Briefcase		Lodging (do not combine with meals)	
Whistle		Flashlight		Meals (do not combine with lodging)	
Other:		ID Case		Parking	
<b>TELEPHONE EXPENSES</b>		Key Strap		Porter, Bell Captain	
Cellular Calls		Map Book		Taxi	
Fax Transmissions		Note Book		Telephone	
Paging Service		Pager		Train	
Pay Phone		Polish		Other:	
Toll Calls		Recorder		<b>MISCELLANEOUS EXPENSES</b>	
Other:		Repairs – Equipment		Errors Omissions Insurance	
NOTES:		Safety Equipment		Job Seeking	
		Safety Glasses		Legal (protection & production of taxable income)	
		Tapes - Recording		Liability Insurance	
		Other:		Professional Subscriptions	
		Other:		Other:	