



### Ministers and the Clergy

<b>Parsonage Allowance</b>		<b>Auto Travel (In miles)</b>	
Allowance Received		Educational	
Interest - Home		Funerals	
Taxes - Home		Infirm - Hospital Visits	
Rent - Home		Parishioner Meetings	
Repairs - Home		Weddings	
Insurance - Home		Visitation	
Utilities - Home		Outings - Congregation	
Other _____		Tolls (\$)	
		Parking (\$)	
		Other: _____	
<b>Supplies &amp; Expenses</b>		<b>Travel - Out of Town</b>	
Books - Music & Theology		Airfare	
Business Cards		Car Rental	
Clerical Service		Parking	
Entertainment (enter 100% of expenses)		Bus, Subway, & Taxi	
Insurance - Business		Lodging (do not combine with meals)	
Legal & Professional Services		Meals (do not combine with lodging)	
Map Book		Porter, Bell Captain	
Pager		Laundry	
Photocopy & Greeting Cards		Bridge & Highway Tolls	
Postage		Telephone	
Software - Appointment/Calendar		Other: _____	
Software - Genealogy		<b>Continuing Education</b>	
Software - Word Processing		Correspondence Course Fees	
Vestments		Course Registration	
Vestments - Repair		Materials & Supplies	
Computer		Photocopy Expense	
On-Line Services		Reference Material	
Other: _____		Seminar Fees	
Other: _____		Textbooks	
		Other: _____	
<b>Telephone Expenses</b>		<b>Equipment Purchases</b>	
Cellular Calls		Computer & Printer	
FAX Transmissions		Answering Machine	
Paging Service		Calculator & Copier	
Pay Phone		FAX Machine	
Toll Calls		Pager	
Other: _____		Telephone	
		Other: _____	
<b>Miscellaneous Expenses</b>			
Business & Professional Associations			
Professional Subscriptions			
Other: _____			

I attest that all information that is given on this data sheet and to the preparer is true and accurate to the best of my knowledge and is subject to possible IRS or State review. The statement of the agent or preparer is based on information supplied by the taxpayer. I understand that I am solely responsible, and that J & E Tax Service, has no responsibility. I have reviewed my tax information and verify that it is correct to my knowledge.

**Print Name:** \_\_\_\_\_ **Date** \_\_\_\_\_

**Signature** \_\_\_\_\_