

# AIRLINE FLIGHT ATTENDANT WORKSHEET

Name: \_\_\_\_\_  
Print Name

Tax Year: \_\_\_\_\_

Education and training to maintain and improve your skill in current profession (tuition, books, etc.) . . . . .	\$ _____
Expenses incurred for education (parking and fees) . . . . .	\$ _____
Luggage and carrying carts . . . . .	\$ _____
Passport fee (if not reimbursed) . . . . .	\$ _____
Professional books, publications or magazines . . . . .	\$ _____
Software (job related) . . . . .	\$ _____
Uniform purchase (employer required) . . . . .	\$ _____
Union dues (on last pay stub, NOT on W-2) . . . . .	\$ _____

	Annual Cost	% Used for Work	Annual Work Cost
Cell phone or pager . . . . .	\$ _____	_____ %	\$ _____
Computer . . . . .	\$ _____	_____ %	\$ _____
Internet service . . . . .	\$ _____	_____ %	\$ _____

**How many times per month do you dry clean or wash the below uniform items?**

Uniform Maintenance	Dry Clean			Wash		
	Quantity	Unit Cost	Total Cost	Quantity	Unit Cost	Total Cost
Jackets . . . . .	_____	\$ _____	\$ _____	_____	\$ _____	\$ _____
Pants . . . . .	_____	\$ _____	\$ _____	_____	\$ _____	\$ _____
Shirts. . . . .	_____	\$ _____	\$ _____	_____	\$ _____	\$ _____
Dress . . . . .	_____	\$ _____	\$ _____	_____	\$ _____	\$ _____
Tie . . . . .	_____	\$ _____	\$ _____	Dry clean and wash TOTAL		\$ _____
Coat . . . . .	_____	\$ _____	\$ _____			

**Per Diem (choose either Pro-Diem or Log Book for calculating your per diem)**

Did your per diem cover all of your out-of-town expenses? . . . . . Yes  No

1) Pro-Diem; I have attached a copy of the Pro-Diem Inc report . . . . . Yes  No

2) Log Book; my expenses are based on my log book listing the total expense while on trips away from home (e.g. tipping, cab fares, food, and non-cell phone calls to home or employer. Log book must be complete.) \$ \_\_\_\_\_

**Signature is required to process this tax deduction**

I understand that to deduct these expenses, my employer would agree that these non-reimbursed expenses were needed to perform my job. You should retain all original receipts, checks and bank statement to support these deductions. I declare that the information I have provided to Nancy L Shoemake CPA, P.A. is to the best of my knowledge is true, correct and complete.

\_\_\_\_\_  
Signature Date