



Ministers and the Clergy

<i>Parsonage Allowance</i>		<i>Auto Travel (In miles)</i>	
Allowance Received		Educational	
Insurance - Home		Funerals	
Interest - Home		Infirm - Hospital Visits	
Rent - Home		Outings - Congregation	
Repairs - Home		Parishioner Meetings	
Taxes - Home		Visitation	
Utilities - Home		Weddings	
Other _____		Tolls (\$)	
		Parking (\$)	
		Other: _____	
<i>Supplies & Expenses</i>		<i>Travel - Out of Town</i>	
Books - Music & Theology		Airfare	
Business Cards		Bus, Subway, & Taxi	
Clerical Service		Car Rental	
Computer		Bridge & Highway Tolls	
Data Services		Parking	
Entertainment (enter 100% of expenses)		Lodging (do not combine with meals)	
GPS/Navigation - Map Book		Meals (do not combine with lodging)	
Insurance - Business		Communications & Wi-Fi Access	
Legal & Professional Services		Laundry	
On-Line Services		Porter, Bell Captain	
Photocopy & Greeting Cards		Other: _____	
Postage		<i>Continuing Education</i>	
Software - Appointment/Calendar		Course Fees	
Software - Genealogy		Course Registration	
Software - Office		Materials & Supplies	
Vestments		Photocopy Expense	
Vestments - Repair		Reference Material	
Other: _____		Seminar Fees	
Other: _____		Textbooks	
		Other: _____	
<i>Communication Expenses</i>		<i>Equipment Purchases</i>	
Cellular and Data Services		Cellular & Smart Phones	
Land Line		Computer & Laptops	
On Line Communications		Fax, Copiers and Printers	
Skype & Internet Phone Services		Tablets & E-Readers	
Other: _____		Telephone	
		Other: _____	
<i>Miscellaneous Expenses</i>			
Business & Professional Associations			
Professional Subscriptions			
Other: _____			