

Cell Phone Disclosure for Business

Most people who are self-employed and file a Schedule C and/or Schedule F and/or claim personal paid business expenses for a partnership, use their cell phone for business calls. Their expense may be deductible. You can qualify for a cell phone tax deduction from cell phone charges incurred when the cell phone is being used for business. There is no IRS cell phone deduction for self-employed people, exclusively. However, with adequate documentation you will be able to include your cell phone expenses as a business expense.

To deduct the cell phone expense, you will need to calculate the business-use percentage of the cell phone on a month-by-month basis and be able to document the usage.

Do you have a dedicated residential phone number (cell phone, VOIP, or land line)? Yes No

What is your residential phone number: _____

Do you have a cell phone that you use for your business? Yes No

What is your cell number used for business: _____

List your annual expenses paid for your cell phone plan (do not include family plan expenses).
Other business-related expenses may include data, text messages, long-distance charges, roaming charges and other expenses related to a business call.

Total expenses paid for the current tax year: _____

What is the percentage business calls you made for this tax year? _____

Do you have documentation about business calls? Yes No

A detailed bill listing each phone number made is required for an audit.

I hereby acknowledge I use my cell phone for business purposes, and I also acknowledge I have the documentation required to prove my cell phone business expense deduction in case I am audited.

Taxpayer signature (Only applies to the taxpayer who has the business) Date _____