Employee Business Expenses

Attach to Form 1040 or Form 1040NR.

▶ Go to for instructions and the latest information.

OMB No. 1545-0074 Attachment Sequence No. 129

Department of the Treasury Internal Revenue Service (99) Your name Occupation in which you incurred expenses Social security number

Part I Employee Business Expenses and Reimbursements	
Step 1 Enter Your Expenses	Column A Column B Other Than Meals Meals and and Entertainment Entertainment
1 Vehicle expense from line 22 or line 29. (Rural mail carriers: See i n s t r u c t i o n s .) 1 2 Parking fees, tolls, and transportation, including train, bus, etc., that didn't involve overnight travel or commuting to and from work2 3 Travel expense while away from home overnight, including lodging, airplane, car rental, etc. Don't include meals and entertainment 3 4 Business expenses not included on lines 1 through 3. Don't include meals and 4	
 5 Meals and entertainment expenses (see instructions) 6 Total expenses. In Column A, add lines 1 through 4 and enter the result. In Column B, enter the amount from line 6 	
Note: If you weren't reimbursed for any expenses in Step 1, skip line 7	7 and enter the amount from line 6 on line 8.
Step 2 Enter Reimbursements Received From Your Employer for 7 Enter reimbursements received from your employer that weren't reported to you in box 1 of Form W-2. Include any reimbursements	or Expenses Listed in Step 1
reported under code "L" in box 12 of your Form W-2 (see in structions) 7	
Step 3 Figure Expenses To Deduct on Schedule A (Form 1040 or	r Form 1040NR)
8 Subtract line 7 from line 6. If zero or less, enter -0 However, if line 7 is greater than line 6 in Column A, report the excess as income on Form 1040, line 7 (or on Form 1040NR, line 8) g	
Note: If both columns of line 8 are zero, you can't deduct employee business expenses. Stop here and attach Form 2106 to your return.	
9 In Column A, enter the amount from line 8. In Column B, multiply line 8 by 50% (0.50). (Employees subject to Department of Transportation (DOT) hours of service limits: Multiply meal expenses incurred while away from home on business by 80% (0.80) instead of 50%. For details, see instructions.) g	
10 Add the amounts on line 9 of both columns and enter the total here. A Schedule A (Form 1040), line 21 (or on Schedule A (Form 1040NR), reservists, qualified performing artists, fee-basis state or local government individuals with disabilities: See the instructions for special rules on which is the second second rules on the second rules.	line 7). (Armed Forces ment officials, and

For Paperwork Reduction Act Notice, see your tax return instructions.Cat. No. 11700NForm 2106 (2017)