GOTASKHUB | CREATOR BUSINESS SYSTEMS

Content Creator Expense & Tax Checklist

A printable record-keeping aid for YouTubers, Streamers, Podcasters, UGC Artists & Digital Creators.

NOTE: This checklist is an educational record-keeping tool. Deductibility rules depend on your jurisdiction, tax year and business structure.

1. Equipment & Production Gear (Assets & Capital Items)

- [ ] Cameras, secondary vlogging bodies, lenses, filters, and sensor cleaning kits
- [ ] Microphones (shotgun, dynamic, lavalier), boom arms, audio interfaces, and cables
- [ ] Studio lighting, softboxes, LED panels, ring lights, and RGB accent tubes
- [ ] Computer hardware, dual monitors, high-speed RAM, graphics card, and workstation desk
- [ ] External SSDs, NAS storage drives, high-capacity SD cards, and card readers
- [ ] Tripods, gimbals, teleprompters, studio mounts, and camera cages
- [ ] Equipment repairs, servicing, protective cases, and equipment insurance

2. Software, Subscriptions & Digital Platforms

- [ ] Video editing suite (e.g. Adobe Premiere / After Effects, DaVinci Resolve, Final Cut)
- [ ] Audio recording & master plugins (e.g. Audition, iZotope, Descript, Riverside, Logic Pro)
- [ ] Cloud backup & storage (Google Drive, Dropbox, Backblaze, iCloud business proportion)
- [ ] Thumbnail & graphic design assets (Canva Pro, Photoshop, Figma, custom font licenses)
- [ ] Royalty-free music & SFX libraries (Epidemic Sound, Artlist, Musicbed, Envato Elements)
- [ ] Social scheduling & channel analytics tools (TubeBuddy, VidIQ, Metricool, Buffer)
- [ ] Website hosting, custom domain registration, and business email suite (Google Workspace)

3. Content Production, Sets & Props

- [ ] Specific props, test products, or DIY materials purchased solely for video production
- [ ] Acoustic wall treatment, soundproofing panels, backdrops, and green screens
- [ ] Specialist software licenses, game keys, or digital assets purchased for review/streaming
- [ ] Video production graphics, intros, custom Twitch overlays, and emote packages

Content Creator Expense & Tax Checklist (Continued)

4. Travel, Industry Events & Location Filming

- [ ] Train, flight, and transit costs to creator conferences (VidCon, Cannes, industry expos)
- [ ] Overnight hotel accommodation required for out-of-town filming or brand events
- [ ] Location permits, Airbnb or studio space hire strictly booked for shoot days
- [ ] Business mileage log for travel to client shoots, sponsor meetings, or filming spots

5. Professional Fees & Team Contractors

- [ ] Freelance video editors, thumbnail designers, copywriters, and sound mixers
- [ ] Virtual assistants, channel moderators, and talent management / agency commissions
- [ ] Accountancy fees, tax return preparation, bookkeeping, and business banking charges
- [ ] Legal fees for reviewing brand deal agreements and intellectual property contracts
- [ ] Business public liability and professional indemnity insurance

6. Small Business Credit Card & Payment Reconciliation

- [ ] Dedicated business card used exclusively for creator expenses (no personal commingling)
- [ ] Monthly card statements printed/saved and reconciled line-by-line against itemized receipts
- [ ] Recurring monthly USD/EUR subscriptions matched with actual converted GBP charges
- [ ] Foreign currency transaction fees recorded as deductible bank charges
- [ ] Annual card fee and interest charges tracked under finance fees
- [ ] Accidental personal card charges identified, marked, and reimbursed immediately

7. Income Reconciliation & Tax Reserve Routine

- [ ] AdSense, YouTube, Twitch, TikTok, and Patreon payout statements saved monthly
- [ ] Platform processing fees (Stripe, PayPal, Patreon cuts) recorded as gross expenses
- [ ] Brand deal sponsorships matched with paid invoice dates and withholding taxes (if applicable)
- [ ] Affiliate commission earnings statements archived (Amazon Associates, LTK, impact.com)
- [ ] Monthly tax set-aside transferred to a dedicated tax savings account (recommended 25-30%)

Monthly Business Card & Expense Reconciliation Log

Month: _____ Business Card / Account: _____

Date	Supplier / Merchant	Expense Category	Amount	Statement Match	Receipt
				☐	☐
				☐	☐
				☐	☐
				☐	☐
				☐	☐
				☐	☐
				☐	☐
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				☐	☐

READY TO MOVE BEYOND PAPER & SPREADSHEETS?

GoTaskhub gives creators an all-in-one workspace: track creator expenses with receipt uploads, generate professional sponsor invoices, and manage brand deals without the paperwork chaos.

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