

OFFICE IN HOME EXPENSES

The office, workshop, storage area in your home **must be used regularly and exclusively for business**. The office in home expense for the year is determined based on the business use of your home.

Business square footage of your home/garage/shop _____

Total square footage of your home/garage/shop _____

Business square footage divided by Total square footage = Business use percentage _____

List the total expenses for year:

Total Mortgage Interest (ALL first, second, home equity line of credit) _____

Real Estate Taxes _____

Mortgage Insurance _____ Casualty Insurance _____

Home Warranty Insurance _____ Renter's Insurance _____

Rent _____

Trash service _____

Home Telephone/Land Line _____

Security _____

Home Owner's Association Dues _____

Pest Control _____

Yard Care _____

Repairs and Maintenance _____

Cleaning _____

Electric _____ Water _____ Natural Gas _____

Other _____

Original cost of your home _____

Cost of all improvements _____

The allows for a depreciation expense to be claimed each year based on the total cost of your home *plus* all that you have put into the home over the years. Don't forget shelving, cabinetry, floor coverings, ceiling fans, window coverings, appliances, landscaping, pools, sheds, etc.

I verify that the office is used regularly and exclusively for business and I have documentation to support all expenses claimed.

Signed: _____ Date: _____