

Office In Home Worksheet

The area used for business must be used “regularly” and “exclusively”:

1. As the principal place of business, or
2. As a place to meet or deal with clients in the normal course of business, or
3. In connection with the business if it is a separate structure not attached to the taxpayer’s personal residence.

*Certain exclusions apply if the area is a Day Care or used for Inventory or Product Sample storage.

If we determine that your office in home is qualified we may deduct a portion of the following expenses.

Mortgage Interest	_____	Real Estate Taxes	_____
House Insurance	_____	Security System	_____
Home Repairs/Maint.	_____	Utilities	_____
Rent	_____	Casualty Losses	_____
Garbage	_____	Water	_____
Other	_____	Other	_____

Square footage of area used _____ **Total Square footage** _____

Day Care Operators(ONLY): Total hours the area was used _____

Were there any costs attributable to the business area only?

Description: _____ Cost _____

Description: _____ Cost _____

Other Information:

What did your home cost? _____ What was the land value? _____

When did you purchase it? _____

What capital improvements have you made?

Description: _____ Cost _____

Description: _____ Cost _____