



### BUSINESS USE OF HOME WORKSHEET

- Business Activity
  - Business Related to Home Office: \_\_\_\_\_
  
- Determining Business Usage of Home Office
  - Square Footage of Home Office: \_\_\_\_\_
  - Square Footage of Entire Home: \_\_\_\_\_
  - For Childcare Businesses, Avg # of Hours of Operation per Week: \_\_\_\_\_
  
- Household Expenses (Indirect)
  - Mortgage Interest: \$ \_\_\_\_\_
  - Rent (If Leasing): \$ \_\_\_\_\_
  - Real Estate Taxes: \$ \_\_\_\_\_
  - Home Insurance: \$ \_\_\_\_\_
  - Association Dues: \$ \_\_\_\_\_
  - Repairs & Maintenance: \$ \_\_\_\_\_
  - Utilities
    - Gas & Electric: \$ \_\_\_\_\_
    - Cable: \$ \_\_\_\_\_
    - Internet: \$ \_\_\_\_\_
    - Water: \$ \_\_\_\_\_
    - Trash: \$ \_\_\_\_\_
    - Landscaping: \$ \_\_\_\_\_
  
- Office Expenses (Direct, 100% Business)
  - Home Insurance: \$ \_\_\_\_\_
  - Maintenance: \$ \_\_\_\_\_
  - Real Estate Taxes: \$ \_\_\_\_\_
  - Utilities: \$ \_\_\_\_\_
  
- Other Information We Should Know
  - \_\_\_\_\_
  - \_\_\_\_\_
  - \_\_\_\_\_

I understand this worksheet provides a way for me to organize my deduction information only. Whether or not an item is listed on this worksheet is not necessarily an indicator of whether or not an item is deductible. Tax regulations change often and specific circumstances may determine whether or not any item is relevant to my situation. This worksheet cannot substitute for tax knowledge or professional tax advice.