

Home Office / Business Use of Home

7 First Year Information (unless changed)

Date of first use	
Size of home	sq ft
Area used for office, etc.	sq ft
Storage of inventory	sq ft

Daycare Providers

Area used exclusively	sq ft
Area used regularly but not exclusively	sq ft
Hours non-exclusive area used per WEEK or MONTH	hrs
Dates of use	

Basis

	Cost	Purchase Date
House		
Land included above		
Improvements		
Fair Market Value on date of first use		

Current Year Usage

<input type="checkbox"/> Self-employed <input type="checkbox"/> Employee <input type="checkbox"/> Daycare		
<input type="checkbox"/> Principal place of business		
<input type="checkbox"/> Used exclusively for business <input type="checkbox"/> Regular use		
<input type="checkbox"/> Employer's convenience		
Daycare		
Days open (circle)	M Tu W Th F Sa Su	
Total days used (year)		
Hours used per day		
Total hours used (year)		
Improvements (increase value of home)		
Description	Cost	Purchase Date

Direct Expenses (related to office only)

Repairs	
Painting / Decorating	

Indirect Expenses (whole house)

Mortgage Interest	
Taxes (less rebates)	
Property	
School	
Utilities	
Electric	
Oil / Propane	
Water / Sewer	
Trash / Recycling	
Insurance	
Homeowners	
Umbrella Liability	
Repairs / Maintenance	
Painting	
Other	
Alarm system	
Cleaning service	
Snow removal	
Rent / Common charges	
Daycare Providers	
Pool service/supplies*	
Cable/Satellite TV*	
Gardener/Lawn care*	

* If used by children in your business