

BUSINESS USE OF HOME WORKSHEET

GENERAL INFORMATION

Business use area (sq. ft)..... _____

Total area of home (sq. ft)..... _____

Total hours facility used (**daycare facilities only**)..... _____

Total hours available (**daycare facilities only**)(if not **8,760 hrs**)..... _____

EXPENSES

Mortgage interest..... \$ _____

Real estate taxes..... \$ _____

Casualty losses..... \$ _____

Insurance..... \$ _____

Miscellaneous..... \$ _____

Rent..... \$ _____

Repairs and maintenance..... \$ _____

Utilities..... \$ _____

Other Expenses

Do you use a portion of your home regularly and exclusively for administrative or management activities of your business?

Yes: No:

Do you have another fixed location to do any administrative or management activities of your business?

Yes: No:

Is the home office provided for your convenience or convenience of the employer?

My convenience: Convenience of employer: