

# Home Office / Business Use of Home

## 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

Self-employed   
  Employee   
  Daycare

Principal place of business  
 Used exclusively for business   
  Regular use  
 Employer's convenience

<b>Daycare</b>	
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)

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

\* If used by children in your business