

# Office in the Home Worksheet

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Tax Year \_\_\_\_\_

List amounts for full year

Mortgage interest plus equity line interest	\$	Land line telephone and fax joint use	\$
Real estate taxes	\$	Business use only land line telephone and fax	\$
Rent	\$	Internet and other related fees	\$
Homeowner's insurance	\$	Gas	\$
Cleaning and maintenance of property	\$	Electric	\$
Repairs to entire property	\$	Water	\$
Repairs to business use portion only	\$	Trash	\$

Did you make overall improvements that increased the value of your home since using it as an office?

Please list improvements ("repairs" listed above are to maintain value, "improvements" increase value)

	\$
	\$
	\$

Did you make improvements to just the office area of your home?

	\$
	\$
	\$

For the first year that we use office in the home on your return we need this information, do not fill this out if your office in the home is already established for tax purposes.

Original purchase price of home plus closing costs \$ \_\_\_\_\_  
 Original value of land included in price above \$ \_\_\_\_\_  
 Total costs of improvements to your house prior to using it as an office  
 \$ \_\_\_\_\_

Square footage of house \_\_\_\_\_  
 Square footage of office area \_\_\_\_\_

