



Certified Public Accountants

Home Office Expense Summary

Tax Year 20__

Taxpayer Name: _____

Home Address: _____

You may claim a deduction for home office expenses if your employer does not provide a suitable work area. This workspace must be a dedicated room and not just a corner of another-purpose room. You must answer yes to all questions below to qualify for a home office deduction:

Is this your primary workspace? ☐ Yes ☐ No

Are you required by your employer? ☐ Yes ☐ No

Total Square Feet Home _____

Square Feet Business Space _____

Please provide the total cost for the year for the following:

If you own your home:

Mortgage Interest	_____
Real Estate Taxes	_____
Gas/Propane/Oil	_____
Electric	_____
Water	_____
Sewage	_____
Garbage	_____
Homeowners Insurance	_____
Phone	_____
Internet	_____
Other (please explain)	_____

If you rent your home:

Rent	_____
Gas/Propane/Oil	_____
Electric	_____
Water	_____
Sewage	_____
Garbage	_____
Renters Insurance	_____
Phone	_____
Internet	_____
Other (Please explain)	_____