

# HOME OFFICE: SPACE USED 100% FOR BUSINESS - ALL THE TIME

ORIGINAL PURCHASE DATE \_\_\_\_\_

ORIGINAL COST OF HOME \_\_\_\_\_

MAJOR REMODELING  
(PRIOR TO HOME OFFICE) \_\_\_\_\_

TOTAL SQUARE FOOTAGE OF HOME \_\_\_\_\_

TOTAL SQUARE FOOTAGE OF HOME OFFICE SPACE \_\_\_\_\_

PERCENT FOR HOME OFFICE \_\_\_\_\_ (We will calculate)

<u>HOME COSTS</u>	<u>100%</u>	<u>OFFICE PORTION</u>	
HEAT	_____	_____	(We will calculate)
ELECTRICITY	_____	_____	"
WATER/SEWER	_____	_____	"
INSURANCE	_____	_____	"
MORTGAGE INTEREST	_____	_____	"
REAL ESTATE TAX	_____	_____	"
CLEANING	_____	_____	"

Other remodeling, repairs done to the office space....after starting to use it for office space... list here.

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**Special Note:**

**SUB-S: YOU SHOULD COMPLETE ONE OF THESE FORMS, ATTACH COPIES OF SUPPORTING DOCUMENTS AND PREPARE ON A MONTHLY BASIS. REIMBURSE YOURSELF MONTHLY**