



Home Office Deduction Worksheet

To deduct expenses for the business use of your home:

- It must be your principal place of business for your trade or business
- The area you use is used **exclusively** and **regularly** and for no other purpose than your business

There are two ways to claim the Home Office Deduction, either by a percentage of actual expenses or by the IRS accepted "Safe Harbor" method.

Safe Harbor Method: _____ X \$5.00 per square foot
Square Feet

Actual Expenses Method:

Total Area of Home (in square feet) _____

Area of home used exclusively as Home Office (in square feet) _____

Indirect Expenses: (benefits the entire home/apartment)

Repairs, Supplies, Painting, Maintenance _____

Casualty Losses _____

Gas and Electricity _____

Water and Sewage _____

Garbage/ Yard/Lawn _____

Security System and Upkeep _____

Insurance _____

Cleaning _____

HOA Dues _____

Other _____

Mortgage Interest _____
