

Name: Business:

1. QUALIFYING BUSINESS USE OF HOME

Check the statement(s) that describe the business use of your home:

- ☐ Exclusive and regular use as your principal place of business
- ☐ Exclusive and regular use to meet or deal with clients/customers in the normal course of business
- ☐ Exclusive and regular use of a separate structure not attached to the home
- ☐ Regular storage of inventory/product samples - home is the only fixed location of the business
- ☐ Qualified daycare use (special rules apply)

Note: Exclusive use generally applies, with exceptions for qualified storage and daycare use.

2. HOME & OFFICE INFORMATION / METHOD

Total area of home (sq. ft.): Business-use area (sq. ft.):

Date business use began (if new/change in 2026): Business-use %:

- ☐ Simplified method - \$5 per sq. ft., maximum 300 sq. ft. (maximum \$1,500)
- ☐ Actual expense method - allocate qualifying home expenses; depreciation may apply

Method is selected annually. Simplified method does not allow home depreciation for that year.

3. ACTUAL EXPENSE METHOD - 2026 HOME EXPENSES

INDIRECT EXPENSES - benefit the entire home

Mortgage interest	
Real estate taxes	
Rent (if home is rented)	
Homeowners/renters insurance	
Electricity / gas	
Water / sewer	
Garbage / trash	
HOA dues	
Security system / monitoring	
Cleaning / general maintenance	
Repairs affecting entire home	
Other indirect expense	

DIRECT EXPENSES - benefit only the office/business area

Office-only repairs / painting	
Office-only cleaning	
Office-only security	
Other direct expense	
Other direct expense	

☐ Casualty/disaster loss involving the home in 2026

If yes, provide details and supporting documents.

4. HOME BASIS / DEPRECIATION INFORMATION - ACTUAL METHOD

If first year using actual expenses, or if requested by your preparer:

Date home acquired: Purchase price / cost: Land value:

Fair market value when first used for business: ☐ Capital improvements to home during 2026

Describe major improvement(s), date and cost: