

# IN-HOME OFFICE EXPENSE WORKSHEET

	OFFICE 1	OFFICE 2
Address <i>(Please list if you moved during the year)</i>		
Square Footage of Office		
Square Footage of Entire House		
Date Placed in Service		
Mortgage Interest Paid		
Property Taxes Paid		
Insurance on Home <i>(Hazard and Private Mortgage Insurance)</i>		
General Home Repairs and Maintenance*		
Direct Office Space Repairs and Maintenance		
General Home Improvements* <i>(Use Equipment Worksheet to list Separate Improvement Projects)</i>		
Direct Office Space Improvements <i>(Use Equipment Worksheet to list Separate Improvement Projects)</i>		
Utilities <i>(Gas, Electric, Water, Trash)</i>		
Security System		
Rent Paid		
Other		
Association Dues		
Cost of Home <i>(Only needed if new: List purchase price + prior year improvement costs)</i>		

\* Generally, any single home project costing less than \$2500 can be listed in the Repairs and Maintenance Category. Any project exceeding that amount would be an Improvement. For multiple home improvement projects exceeding \$2500, please use the Equipment Worksheet to list out each Improvement Project.