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### 2017 Home Office Deduction Organizer

Area used regularly and exclusively for business and or inventory storage \_\_\_\_\_ square feet

Total area of your home \_\_\_\_\_ square feet

Date first used for Business \_\_\_\_\_

Value of House on Date \_\_\_\_\_ Land Value Only \_\_\_\_\_

#### Daycare only

Area used only partly for day care \_\_\_\_\_ square feet

Number of weeks used for daycare if less than a full year \_\_\_\_\_

Number of days used for daycare each week \_\_\_\_\_

Number of days closed for holidays, vacations, etc \_\_\_\_\_

Number of hours used for daycare each day \_\_\_\_\_

Business home office was used for \_\_\_\_\_

If more than one please list with the percent each business used

Business	% Used
_____	_____
_____	_____
_____	_____
_____	_____

**Would you like to take the new standard Office Deduction based on Sq. Footage?** If yes, you will receive \$5/sq ft as your home office deduction Y or N

***If Yes, you do NOT need to fill out the expense sections on the following page.***

<b>Expenses</b>	<b>Direct (office only)</b>	<b>Indirect (entire home)</b>
Mortgage interest	_____	_____
Real Estate taxes	_____	_____
Insurance	_____	_____
Repairs and Maintenance	_____	_____
Utilities	_____	_____
Rent	_____	_____
Cleaning supplies	_____	_____
Cleaning service	_____	_____
HOA fees	_____	_____
Other Expenses		
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

NOTE: Unless an expense is directly related to the office/storage space above, all expenses should be put in the indirect column.