

NAME: _____

TAX YEAR: _____

HOME OFFICE / WORKSPACE SCHEDULE

Claiming the Home Office/Workspace Deduction:

The workspace must be used exclusively for business on a regular basis.
The workspace does not have to be a separate room or be partitioned off,
but the area cannot be used for *any* other purpose except for business.

MEASUREMENTS: *(only if there is a change from last year)*

SQUARE FOOTAGE OF ENTIRE HOME: _____

SQUARE FOOTAGE OF OFFICE/WORKSPACE: _____

(Include any storage space for equipment, product, etc)

ANNUAL TOTALS NEEDED: DO NOT WRITE "SAME AS LAST YEAR"

RENT _____

REPAIRS/MAINTENANCE _____

UTILITIES _____

HOUSE or APARTMENT INSURANCE _____

(Gas, Electric, Heat, Oil)

OFFICE/WORKSPACE FURNISHINGS purchased during the year (not on other sheets)

ADDITIONAL SECTION FOR HOMEOWNERS ONLY:

MORTGAGE INTEREST: _____

PROPERTY TAXES: _____ *(Incl. School tax, Town Tax, Village Tax, etc)*

CO-OP MAINTENANCE or CONDO ASSOC FEES: _____

OTHER (Landscaping, Snow removal, Pest control, Trash, etc, list below:

Provide the following only if homeowner claiming this home for the first time:

PURCHASE PRICE OF HOME: _____

MARKET VALUE OF HOME: _____

PROPERTY TAX ASSESSMENT FOR LAND VS. STRUCTURE (for houses) :

Land: _____ House: _____

Total Assessment: _____