



Home Office Deduction Worksheet

There are two ways to claim the Home Office Deduction, either by a percentage of **Actual** expenses or by the **Standard** method.

Standard Method

_____ X \$5.00 per square foot of allocated office space.

(Maximum Deduction Allowed For This Method Is: **\$1,500.00**)

Actual Expenses Method: *(Calculation: Expense x Office Space Allocation Percentage)*

Total Area of Home/Apartment (in square feet) _____

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

Direct Expenses: (benefits ONLY the Home Office)

Repairs & Painting _____

Casualty Losses _____

Other _____

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 _____

Rent / HOA Dues _____

Other _____

Total: _____ x Office Allocation % = Total Deduction