Business Use of Home

Home-office worksheet (Form 8829 / Publication 587 concepts). Enter only applicable amounts. ATG will determine the allowable method and deduction.

Business and Home Information

Taxpayer / Spouse

Business name / activity

Home address

Date first used for business

Total home square footage

Area used for business (sq ft)

Months used for business this year

Owned or rented?

Generally, a home office must be used regularly and exclusively for business; limited exceptions apply to qualified daycare and inventory storage. Explain any special situation below.

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Home Expenses — Actual Expense Method

Indirect = expense for entire home. Direct = expense only for the business portion (such as painting the office). Enter actual full-year totals; ATG will allocate business use.

Expense category	Indirect (whole home)	Direct (office only)
Rent (if renting)		
Mortgage interest (Form 1098)		
Real estate taxes		
Insurance		
Utilities (electric, heat, water)		
Repairs and maintenance		
Other home expenses		
Other:		
Other:		
Other:		

Special Details and Improvements

Description / improvement	Date paid / in service	Cost	Business use %

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Changed use during year? Details	Simplified-method comparison? (Y/N)

Provide home square-footage support, rent / mortgage and property tax documentation, utility totals, and invoices for major improvements. Do not include expenses already reported as business expenses elsewhere. Preserve supporting records.