ELITE
TAX PARTNERS, INC.

Home Office Expense Report		
Total square footage of office space (line 1)		
Total square footage of home (line 2)		
Divide line 1 by line 2 = business use %		
Time period	Start date (month/year)	End date (month/year)
	Whole House (column A)	
If you own your home:		
Mortgage Interest		
Real Estate Taxes		
Homeowners Insurance		
If you rent your home:		
Rent		
Renters Insurance		
Repairs and Maintenance		
Utilities (electricity, water, gas, trash)		
Cleaning		
Alarm		
HOA fees		
Other		
Total		
Business use % from line 3		
Reimbursement amount		
*Submit receipts for all expenses with this expense report		

I certify this space was used regularly and exclusively for business, and for the convenience of my employer.

_____ _____

Signature Date

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