

## Home and Auto Expenses Related to Business

### Auto Expense

Name of business vehicle is used for \_\_\_\_\_

Description of vehicle \_\_\_\_\_ Date vehicle was placed in service \_\_\_\_\_

Yes No

Was this vehicle available for use during off-duty hours?

Was another vehicle is available for personal use?

Yes No

Do you have evidence to support your deduction?

If "Yes," is the evidence written?

### Number of miles the vehicle was driven

Business . . . Jan-June 30 \_\_\_\_\_

July 1 to Dec 31.....

Commuting .....

Other . . . . .

### Expenses

Garage rent . . . . .

Gas . . . . .

Insurance . . . . .

Licenses.....

Oil.....

Parking fees.....

Rental fees . . . . .

Interest . . . . .

Property tax . . . . .

Repairs . . . . .

Tires.....

Tolls.....

Lease addback .....

Other expenses

### Business Use of Home

Name of business home is used for \_\_\_\_\_

What is the total square footage of your home that was used regularly and exclusively for business? \_\_\_\_\_

What is the total square footage of your home? \_\_\_\_\_

For daycare facilities not used exclusively for business, complete the following questions:

How many days during the year was the area used? \_\_\_\_\_

How many hours per day was the area used? \_\_\_\_\_

The daycare facility was in operation for the entire year

### Expenses

#### Office expenses

#### Home expenses

Mortgage interest . . . . .

Real estate taxes . . . . .

Excess mortgage interest . . . . .

Excess real estate taxes . . . . .

Insurance . . . . .

Rent .....

Repairs & maintenance.....

Utilities .....

Other expenses . . . . .

In the "Office expenses" column, enter those expenses that pertain exclusively to your office; in the "Home expenses" column, enter those expenses that pertain to the entire dwelling.