

Home Office Tax Deduction Organizer

Write the date, expense category, description, amount, and any notes in the respective columns.

Date	Expense Category	Description	Amount	Notes
	Utilities			
	Internet			
	Rent/Mortgage			Pro-rated for home office
	Office Supplies			
	Equipment			Furniture, computer, etc.
	Repairs/Maintenance			
	Insurance			
	Depreciation			Calculate based on usage
	Other			Specify other expenses
Total				