



**AUTO EXPENSE: MILEAGE OR**

Year/Make/Model	_____	
Date In Service	_____	
Available off-duty hours?	YES	NO
Another vehicle for personal use?	YES	NO
Evidence to support deduction?	YES	NO
If YES, is evidence written?	YES	NO
Business miles	_____	
	@.655/mile	\$ _____
Non-business miles	_____ miles	

**EXPENSE METHOD \_\_\_\_\_ % Business**

Garage Rent	\$ _____	Repairs	\$ _____
Gas	\$ _____	Tires	\$ _____
Insurance	\$ _____	Tolls	\$ _____
Licenses	\$ _____		\$ _____
Oil	\$ _____		\$ _____
Parking Fees	\$ _____		\$ _____
Rental Fees	\$ _____		\$ _____
Interest	\$ _____		\$ _____
Property Tax	\$ _____		\$ _____

**TRADE INS:**

Old	New	Date Bought	Amount to Boot

**If using home for office in home:**

Value of Home \$ \_\_\_\_\_ Price paid + Improvements \$ \_\_\_\_\_

**DEPRECIATION – 4562**

Description	Date Acquired	Cost/Basis	Business % Use	Method	Life

**8829 – OFFICE IN HOME**

Square feet of home used for business \_\_\_\_\_

Total square feet of home \_\_\_\_\_ = \_\_\_\_\_%

**Use the simplified method**

\$5.00 per footage maximum of 300sq feet (\$1,500 max deduction) \$5.00 x \_\_\_\_\_ square footage

Total hours used for daycare \_\_\_\_\_

**NOT DIRECTLY related to the home office**

Casualty losses	\$ _____
Deductible mortgage interest	\$ _____
Real estate taxes	\$ _____
Excess mortgage interest	\$ _____
Excess real estate taxes	\$ _____
Insurance	\$ _____
Rent	\$ _____
Repairs and maintenance	\$ _____
Improvements	\$ _____

Utilities:	_____
Gas	\$ _____
Electric	\$ _____
Sewer & water	\$ _____
Internet	\$ _____
Telephone	\$ _____
Cable/TV	\$ _____
Other expenses	\$ _____
Lawn and snow	\$ _____