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**HOME OFFICE**

**Expense Checklist**

**TO:** TaxPlus Accountants & Advisors **FAX:** (02) 8084 2261

**ATTENTION: E-MAIL:** info@taxplusaccountants.com.au

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| --- | --- | --- |
| **Client Name**: | |  |
| Percentage of floor area in the house used for  Home Office: | **%** |
| **Expenses** |  | **Attachment** |
|  |  |  |
| Light & Power (attach details) | $ |  |
| Rates & Taxes (attach details) | $ |  |
| Land Tax (attach details) | $ |  |
| Cleaning (attach details) | $ |  |
| Repairs & Maintenance (attach details) | $ |  |
| Insurance (attach details) | $ |  |
| Interest Paid on Home Loan (attach details) | $ |  |
| Telephone expenses (attach details) | $ |  |
| Other Expenses (attach details) | $ |  |
| Other Expenses (attach details) |  |  |
| Purchase of Plant & Equipment i.e. Computer,  desk, office furniture…etc. (attach details) | $ |  |