

Home Office Claim

- Fill in the box that applies to you, either 'Home Owner' or 'Renter'
- Fill in as much as you can
- The 'Costs' column should show the total cost paid during the year
- Ensure that RPL has 'business claim' percentage calculations on file

Business Claim Percentage

Business Claim: %

HOME OWNER		RENTER	
	<i>Costs</i>		<i>Costs</i>
Insurance (Contents)		Insurance (Contents)	
Insurance (Dwelling)		Rent	
Interest on Mortgage		Power & Gas	
Power & Gas		Rates (Water)	
Rates (General)		Other (please specify)	
Rates (Water)	
Repairs & Maintenance (Exterior)	
Lawn & Garden			
Other (please specify)			
.....			
.....			
TOTAL COSTS		TOTAL COSTS	
Business Claim %		Business Claim %	
Business Area		Business Area	
Total Area		Total Area	
Repairs & Maintenance (Office)		Repairs & Maintenance (Office)	
Telephone (50% of phone rental)		Telephone (50% of phone rental)	
.....		
TOTAL HOME OFFICE CLAIM \$		TOTAL HOME OFFICE CLAIM \$	

OTHER INFORMATION

Client Comments (if any)

.....

.....

.....

.....

.....

.....

CURRENT VALUATION

Dated:

Land:

Buildings:

TOTAL \$