Use of Home Information –

31 March 2020

Please ensure this questionnaire is completed and included with your records.

|  |  |  |  |
| --- | --- | --- | --- |
| First Name: |  | Home: |  |
| Surname: |  | Work: |  |
| Financial Year: | 1 April 2019 ~ 31 March 2020 | Mobile:  |  |
| Balance Date: | 31 March 2020 | Email: |  |

If you wish to claim for the use of your home for business, please provide the following details:

**Area used for business**

Area of house/workshop/garage used for business m²

Total area of house and garage m²

**Costs claimable**

These should be for the year or portion of the year for which your home was used for business.

Total paid for rates on your home $

Total paid for insurance on your home and contents $

Total paid for interest on your mortgage $

Total repair (e.g. painting house) $

Electricity / gas used $

If you do not own your own home, how much is your rent? $

**Home phone & internet used for business purposes**

If you use home phone & internet for business purposes, please provide the following details:

Home phone rental $

Business-related toll calls $

Total internet charge $

% of internet usage that is business related \_\_\_\_\_\_\_ %