

Work from home? Make sure you claim these expenses

If you use your home for business — whether you're a contractor, sole trader, in partnership or own a company — you can claim a portion of household expenses. You can claim **100%** of expenses that are solely for business purposes eg a business phone line. For the rest, you can claim the proportion of your house that you use for work. In this example, the house is 100 square metres and the office **10 square metres** — **10%** of the total area. So the owner can claim **10%** of expenses not solely for business, eg a power bill. Whatever you claim, remember to keep a record of each item.

