



Questionnaire for Work from Home expense due to COVID-19 Pandemic v.21

You **MUST** have a signed T2200S from your employer indicating you are required to claim the expenses they have selected on your form.

It is your responsibility to have supporting documents for all your expenses and income

Calculation of business-use-of home	Amount
✓ Insurance (commission employees only)	\$ _____
✓ Maintenance	\$ _____
✓ Property taxes (commission employees only)	\$ _____
✓ Utilities (Electricity, heat and water)	\$ _____
✓ Other: (explain)	\$ _____
For simplified method due to COVID-19	
✓ Number of days working from home	\$ _____
Total sq footage of house: Total sq footage of office:	

Note:

- (a) *To qualify for this credit, you must have worked from home for a minimum of a two week consecutive period due to the restrictions caused by the COVID-19 pandemic.*
- (b) *You can claim the detailed amount of expenses that you incurred for home expenses OR*
- (c) *Using the prorated method, you can provide the number of days that you worked from home to claim \$2 per day to a maximum of \$400 for the 2020 year*