

Employment Expenses

Tax Year: _____

Name _____ S.I.N. _____

D.O.B. _____ MM/DD/YY

Do you have T2200 Completed from Employer? Yes No

Does the income include Commissions? Yes No

Employment Period: From _____ To _____

EXPENSES: Indicate Total for the period stated above

Lodging	\$
Parking	\$
Office Supply	\$
Cell Phone (% used for work: _____)	\$
Commission Employee Only	
Accounting & Legal Fees	\$
Advertising & Promotion	\$
Entertainment	\$
Other (Specify)	\$

Home Office Expenses (If applicable)

Business use % _____

Home Office usage Period: From _____ To _____

EXPENSES:

Heat	\$
Hydro	\$
Water	\$
Insurance	\$
Repairs and Maintenance*	\$
Rent OR Property Taxes	\$
Interest on Mortgage (Only the interest)	\$
Other (Specify)	\$
Other (Specify)	\$

*Some Restrictions apply.

Automobile Expenses (If applicable)

Automobile Make _____

Vehicle Purchase Date _____ MM/DD/YY

Total KMs driven during the year _____ KMs

Total KMs driven to earn income (Exclude KMs to and from your home) _____

Automobile Business use Period: From _____ To _____

EXPENSES: Indicate Total for the period stated above

Fuel	\$
Repairs and Maintenance	\$
Insurance	\$
Licensing or Registration	\$
Interest and Finance Charges	\$
Leasing Costs	\$
Capital Cost Allowance (CCA)	\$
Parking	\$
Other (Specify)	\$

REMINDER: The Canada Revenue Agency requires you to keep a detailed log outlining dates, number of kilometers, and destinations to allow for a deduction of vehicle expenses.