

Statement of Employment Expenses

Name of Employer: _____

Please keep all supporting documents of the amounts claimed below

Expenses

| | | | |
|-------------------------------|--|------------------------------------|--|
| Accounting and Legal Fees | | Advertising and Promotion | |
| Meals and Entertainment | | Supplies | |
| Tradesperson's tools expenses | | Apprentice mechanic tools expenses | |
| Rent | | Telecommunications | |
| Other (specify): | | Other (specify): | |

Work-space-in-the-home expenses

Total house area (square feet) _____ Area for business use only (square feet) _____

| | | | |
|-----------------------------|--|----------------------------------|--|
| Heat | | Electricity | |
| Water | | Maintenance | |
| Insurance (commission only) | | Property Taxes (commission only) | |
| Other (specify): | | Other (specify): | |

Allowable Motor Vehicle Expenses

Year, Make and Model of vehicle _____

Km driven for business purposes _____

Total kilometres driven in the year _____

Please keep all supporting documents of the amounts claimed below

Total expenses incurred

| | | | |
|------------------------|--|-------------------------------|--|
| Fuel and Oil | | Maintenance & Repairs | |
| Insurance | | Licence and Registration Fees | |
| Interest (if financed) | | Parking | |
| Lease cost (if leased) | | CAA | |
| 407 ETR | | Other (specify): | |

*** If you have purchased a new vehicle in the tax year please provide a copy of the Sale/Lease Agreement.**

*** Please also note that not every expense may be applicable to you. Please let us know if you have any questions regarding any of the expenses listed above.**