

**20 \_\_\_\_ STATEMENT OF EMPLOYMENT EXPENSES**

NAME: \_\_\_\_\_

**EXPENSES:**

ACCOUNTING AND LEGAL FEES	\$ _____	OFFICE EXPENSES	\$ _____
ADVERTISING AND PROMOTION	\$ _____	TELEPHONE	\$ _____
ENTERTAINMENT FOR CLIENTS (TICKETS & ENTRANCE FEES)	\$ _____	PARKING COSTS AND OTHER	\$ _____
LODGING COSTS (HOTELS AND OTHER ACCOMODATIONS)	\$ _____	TOLLS	\$ _____
OTHER (SPECIFY):	\$ _____	MEALS AND TIPS	\$ _____

**CALCULATION OF ALLOWABLE AUTOMOBILE EXPENSES**

**AUTOMOBILE INFORMATION**

MAKE OF AUTOMOBILE \_\_\_\_\_  
 DATE ACQUIRED \_\_\_\_\_  
 DATE LEASE COMMENCED (IF APPLICABLE) \_\_\_\_\_  
 KMS DRIVEN TO EARN BUSINESS INCOME \_\_\_\_\_  
 TOTAL KMS DRIVEN IN THE YEAR \_\_\_\_\_

**TOTAL EXPENSES INCURRED**

FUEL (GASOLINE, PROPANE, OIL) \$ \_\_\_\_\_  
 INSURANCE \$ \_\_\_\_\_  
 INTEREST PAID \$ \_\_\_\_\_  
 LEASING COSTS \$ \_\_\_\_\_  
 LICENCE AND REGISTRATION \$ \_\_\_\_\_  
 MAINTENANCE AND REPAIRS \$ \_\_\_\_\_

**CALCULATION OF BUSINESS-USE-OF-HOME EXPENSES**

TOTAL HOUSE AREA \_\_\_\_\_  
 AREA FOR BUSINESS USE ONLY \_\_\_\_\_

HEAT	\$ _____	MORTGAGE INTEREST	\$ _____
ELECTRICITY	\$ _____	PROPERTY TAXES	\$ _____
INSURANCE	\$ _____	WATER	\$ _____
MAINTENANCE	\$ _____	RENT (IF APPLICABLE)	\$ _____

**Please ensure that you have a signed Employment Expense Form T2200 from your employer.**