

20 ____ STATEMENT OF BUSINESS ACTIVITIES

NAME OF BUSINESS: _____
MAIN PRODUCT OR SERVICE: _____
BUSINESS NUMBER: _____

INCOME

SALES, COMMISSIONS OR FEES \$ _____

CALCULATION OF COST OF GOODS SOLD

PURCHASES DURING THE YEAR \$ _____

EXPENSES

ADVERTISING	\$ _____	MEALS & ENTERTAINMENT	\$ _____
BAD DEBTS	\$ _____	MOTOR VEHICLE EXPENSES	\$ _____
BUSINESS, TAX, LICENCES, DUES, MEMEBERSHIPS	\$ _____	OFFICE EXPENSES	\$ _____
DELIVERY, FREIGHT & EXPENSES	\$ _____	PROPERTY TAXES	\$ _____
OTHER	\$ _____	RENT	\$ _____
INSURANCE	\$ _____	SALARIES, WAGES, BENEFITS	
INTEREST	\$ _____	SUB CONTRACTS	\$ _____
LEGAL, ACCOUNTING & PROFESSIONAL FEES	\$ _____	SUPPLIES	\$ _____
MAINTENANCE & REPAIRS	\$ _____	TRAVEL	\$ _____
MANAGEMENT & ADMIN FEES	\$ _____	TELEPHONE & UTILITIES	\$ _____

CLOSING INVENTORY

<u>DESCRIPTION</u>	<u>LOWER OF COST OR ESTIMATED REALIZABLE VALUE</u>
_____	_____
_____	_____
_____	_____

PROPERTY, PLANT AND EQUIPMENT PURCHASES

<u>DESCRIPTION</u>	<u>COST</u>	<u>DATE OF PURCHASE</u>
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

PROPERTY, PLANT AND EQUIPMENT SALES

<u>DESCRIPTION</u>	<u>PROCEEDS</u>	<u>DATE OF DISPOSITION</u>
_____	\$ _____	_____
_____	\$ _____	_____
_____	\$ _____	_____

CALCULATION OF BUSINESS-USE-OF-HOME EXPENSES

TOTAL HOUSE AREA	_____
AREA FOR BUSINESS USE ONLY	_____
HEAT	\$ _____
ELECTRICITY	\$ _____
INSURANCE	\$ _____
MAINTENANCE	\$ _____
MORTGAGE INTEREST	\$ _____
PROPERTY TAXES	\$ _____
WATER	\$ _____
RENT (IF APPLICABLE)	\$ _____

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	\$ _____