

Employment Vehicle & Home Office Expenses

VEHICLE INFO	YEAR / MAKE / MODEL	
	DATE PURCHASED	
	PURCHASE PRICE (attach agreement if in tax year)	

VEHICLE EXPENSES (including GST) Please include full totals for the year and we will reduce these numbers to business percentage.	TOTAL KMS DRIVEN IN YEAR (odometer readings)	
	BUSINESS KMS IN YEAR (travel log or tracking)	
	FUEL COSTS	
	REPAIRS & MAINTENANCE	
	INSURANCE	
	LICENCE & REGISTRATION	
	LEASE PAYMENTS (attach lease agreement)	
	INTEREST PAID ON CAR LOAN	
	PARKING	
	OTHER	

HOME OFFICE Please include full totals for the year and we will reduce these numbers to business percentage.	SQ FT OF HOME USED FOR BUSINESS	
	TOTAL SQ FT OF HOME	
	GAS	
	ELECTRICITY	
	WATER	
	INSURANCE (Self Employed & Commission Employees)	
	MORTGAGE INTEREST (Self Employed)	
	PROPERTY TAXES (Self Employed & Commission Employees)	
	STRATA FEES	
	INTERNET	
	RENT	
	MAINTENANCE OF WORK SPACE	

CELL PHONE Business use % _____ \$ _____

Consult The Tax Pros for eligibility of large expenditures.
 Keep all receipts for 6 years in case of CRA review.
 Disclaimer: Tax return prepared by The Tax Pros is based on information provided.

The Tax Pros Income Tax Service
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