

## EMPLOYMENT EXPENSES

\*Please ensure you provided a signed T2200 Declaration of Employment Conditions!\*

Does your employer require you to have a workspace in your home? (Yes/No) \_\_\_\_\_

### Home Office Expenses – Detailed:

Total home area (square feet)	_____
Area for business use (square feet)	_____
Utilities	_____
Internet	_____
Maintenance (entire home including workspace)	_____
Maintenance (solely for the workspace)	_____
Insurance	_____
Property taxes	_____
Rent	_____
Strata fees	_____
Other (specify)	_____

### Business Income & Expenses:

Meals and entertainment	_____
Office supplies	_____
Telephone	_____
Accounting/legal fees	_____
Advertising/promotion	_____
Licences	_____
Lodging/travel	_____
Other expenses (specify)	_____

**Automobile Expenses:**

Owned/Leased	_____
Make	_____
Model	_____
Year	_____
Business kilometres driven	_____
Total kilometres driven	_____

**Expenses:**

Fuel	_____
Repairs/maintenance	_____
Insurance	_____
Licensing/memberships	_____
Loan Interest	_____
Lease payments	_____
Other	_____
Parking	_____

**If a vehicle was acquired during the year, please provide a copy of purchase/lease agreement.**

**If a vehicle was disposed during the year, please provide details on disposition (sale price/trade in).**