

Employment Expenses

Name: _____ Total km driven in year: _____ Km for Business: _____

Make of Automobile _____ Fair Market Value: _____

Automobile Gasoline _____

Office Rent _____

Automobile Insurance _____

Office Supplies _____

Automobile Maintenance _____

Other _____

Automobile Licence Fees _____

Travel _____

Automobile Loan Interest _____

Parking _____

Advertising/ Promotion _____

Rental of Office Equipment _____

Food (Away from area 12hrs) _____

Salaries (Assistant) _____

Food (Client Entertainment) _____

Telephone _____

Legal & Accounting Fees _____

Tickets & Entrance Fees _____

Licences _____

Training Costs _____

Lodging Expenses _____

Travel Fare _____

Home Office Expenses

Heat _____

Electricity _____

Water _____

Maintenance _____

Insurance _____

Property Taxes _____

Rent _____

Employment Conditions

To deduct the expenses you paid to earn commission income, you have to meet all of the following conditions:

- * Under your contract of employment, you had to pay your own expenses.
- * You were normally required to work away from your employers place of business.
- * You were paid in whole or in part by commissions or similar amounts. These payments were based on the volume of sales made or the contracts negotiated.
- * You did not receive a non-taxable allowance for travelling expenses.
- * You keep with your records a copy of Form T2200, Declaration of Conditions of Employment, that has been completed and signed by your employer.