

Self-Employed Income & Expenses

Company Name: _____

***Only net out tax if you are a HST registrant.*

	AMOUNTS, BEFORE TAX	HST
SALES	_____	_____
COST OF GOODS SOLD		
Purchases during the year	_____	_____
Direct wage costs	_____	N/A
Subcontractors	_____	_____
Other costs	_____	_____
Inventory, at end of year	_____	N/A
EXPENSES		
Advertising	_____	_____
Meals and entertainment	_____	_____
Insurance	_____	N/A
Interest and bank charges	_____	N/A
Fees and dues, memberships	_____	_____
Office expenses	_____	_____
Accounting and legal fees	_____	_____
Rent, office space	_____	_____
Repairs and maintenance	_____	_____
Travel expenses	_____	_____
Utilities	_____	_____
Telephone (business portion only)	_____	_____
Small tools under \$500	_____	_____

Total km for the year: _____

Business km only: _____

EXPENSES	AMOUNTS, BEFORE TAX	HST
Auto Fuel	_____	_____
Auto Interest expense	_____	N/A
Auto Insurance	_____	N/A
Auto licence fees	_____	N/A
Auto repairs	_____	_____
Auto lease expense	_____	_____

HOME OFFICE EXPENSES

Size of house in sq ft _____

Size of office in sq ft _____

Heat	_____	_____
Hydro	_____	_____
Insurance	_____	_____
Mortgage interest/Rent	_____	_____
Property taxes	_____	_____
Water	_____	_____
Internet	_____	_____

ASSET PURCHASES

Furniture	_____	_____
Computers & office equip.	_____	_____
Tools	_____	_____
Vehicle	_____	_____