



STATEMENT OF NET BUSINESS OR PROFESSIONAL INCOME

Name _____

S.I.N. _____

Year _____

Name of Business _____

Address, if different _____

Year ended (if other than December 31, see (1)) _____

_____, 20_____

Revenue _____

Cost of Goods Sold _____

Gross Profit _____

Expenses:

Advertising, Marketing & Promotion _____

Automotive (business portion only or complete *Schedule C*) _____

Bad Debts _____

Bank, interest & credit card charges _____

Cleaning & laundry _____

Freight & delivery _____

Insurance _____

Internet _____

Leased equipment _____

Maintenance & repairs _____

Materials & supplies _____

Meals & entertainment (limited to 50% deduction) _____

Office supplies (postage & stationary) _____

Payroll & wages _____

Professional fees _____

Property taxes _____

Rental _____

Sub-Contracts _____

Taxes, permits, fees & dues _____

Technical journals & periodicals _____

Telecommunication _____

Training & development _____

Travel _____

Utilities (gas, water, hydro) _____

Other (please specify): _____

Home office expenses (please complete *Schedule D*) _____

Capital expenditures:

Furniture & fixtures _____

Vehicles - see (2) _____

Computer equipment _____

Computer software _____

Other (please specify: _____) _____

(1) Goods & Services Tax:

YES NO N/A

Are you registered for GST?

If yes, do you collect and remit GST on all your revenue sources?

If no, identify sources which are not subject to GST (except interest): _____

Do you claim ITC's on GST paid on expenses?

If yes, have you provided your expenses excluding the GST?

How often do you file? _____

Do you use the Quick Method?

Please provide the following details (or provide a copy of your GST return (s) filed for 2008):

Revenues (excluding GST)	_____
GST collected	_____
GST remitted to the CRA (including installments)	_____

(2) For each vehicle purchased or leased during the year, it is extremely important that you provide the following:

- Make and year of vehicle purchased: _____
- Cost before GST & PST _____
- Amount of GST & PST _____
- Monthly payment amount _____
- Trade-in amount (if applicable) _____
- Year and make of vehicle traded-in _____
- **If available, please attach the purchase or lease documents**

(3) Businesses whose physical activity is **Construction** are required to report to the CRA the name of (amount paid to and the respective identifier number) (Business Number or S.I.N.) of their sub-contractors. These should be recorded on *Form T5018* under the *Contractor Reporting System*.