

## SCHEDULE OF BUSINESS INCOME AND EXPENSES FOR PERSONAL TAX RETURN

025

**Your name**

Business name (if different from your name)  
Business address (if different from your home)  
Business number (if any)  
Business partners (list, if any)

	Name	SIN #	% of business	Address
Partner 1				
Partner 2				
Partner 3				

Are you registered for HST?

☐ Yes HST number: 

**Income :**

Sales  
Commission  
Professional

(not including HST)

HST you invoiced

**Cost of goods sold:**

Inventory at January 1  
Inventory at December 31  
Purchases  
Direct labour  
subcontracting

Is HST included?

Is HST included?

☐ Yes

only if we didn't prepare your T1 last year

**Expenses:**

- Advertising
- Meals and entertainment
- Insurance
- Interest and bank charges
- Business tax, fees, licenses, dues, memberships
- Office
- Supplies
- Legal fees
- Accounting fees
- Management fees
- Rent
- Repairs and maintenance
- Employee wages and benefits
- Travel
- Telephone and internet
- Conventions

Is HST included?

Is HST included?

☐ Yes

### If you are a professional

Value of work in progress at December 31, 2024

Value of work in progress at December 31, 2025

only if we didn't prepare your T1 last year

## SCHEDULE OF BUSINESS INCOME AND EXPENSES FOR PERSONAL TAX RETURN

### Business assets purchased during year:

attach invoice copy if over \$5,000

Vehicle  
Computer  
Office equipment incl. monitor, printer, phone, etc.  
Other (describe)  
Other (describe)  
Other (describe)


### Business assets sold during the year:

attach invoice copy if over \$5,000

Vehicle  
Computer  
Office equipment incl. monitor, printer, phone, etc.  
Other (describe)  
Other (describe)  
Other (describe)


### Business use of vehicle:

Total KMs driven in year  
Business KMs driven in year

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Fuel  
Insurance  
License  
Repairs and maintenance  
Leasing (attach copy of lease if not provided in prior year)  
Parking  
407ETR


### Business use of home:

Total square footage of home  
Business use square footage

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Gas  
Electricity  
Water/garbage  
Insurance  
Repairs and maintenance  
Mortgage interest  
Property taxes  
Alarm fees  
Home phone (if not included in expenses)  
Home internet (if not included in expenses)
