

Information we are waiting for:

Questions:

2025 Tax Year Employment Expenses (T2200 signed by employer is required)

Name: _____ **Phone #:** _____

Were you reimbursed for gas, km. etc. by your company? Yes No

Do you qualify for the HST rebate? Yes No

Limit expenses to Commission Income? Yes No

Automobile expenses

Did you purchase a vehicle in 2025?: Yes No

Type of Vehicle _____

Employment km's driven _____

Total km's driven _____

Fuel _____

Repair and Maintenance _____

Insurance _____

License & Registration _____

Leasing costs-**Date lease started** _____ **Value of vehicle \$** _____

Car wash _____

Other _____

Interest _____

Employees Earning a Salary

Food and beverages _____

Lodging _____

Parking _____

Supplies (postage, stationary, other office supplies) _____

Other travel expenses _____

Telecommunication expenses _____

Salary paid to an assistant _____

Other _____

Employees Earning (Commission Income)

Accounting and legal fees _____

Advertising and promotion _____

Entertainment _____

Leasing cost for computer & or cell phone: _____

Work-Space-in-the-Home Expenses

Type of space: Used 100% for business _____ or shared work/personal space _____

For shared work/personal space we need the # of hrs./wk. this space was used for business

Sq. footage of home office _____ Sq. footage of home _____

Electricity, Water & Heat _____

Maintenance _____

Insurance (commission only) _____

Property Tax (commission only) _____

Rent _____

Other Expenses _____