



Statement of Employment Expenses

Year: _____

Name of Business: _____

Main Product or Service: _____

Business Number: _____

Expenses

Accounting And Legal Fees	\$ _____	Office Expenses	\$ _____
Advertising and Promotion	_____	Telephone	_____
Entertainment for Clients (Tickets & Entrance Fees)	_____	Parking costs and other tolls	_____
Lodging Costs (Hotels and Other Accommodations)	_____	Meals and tips	_____
Other (Specify):	_____		
	Column 1 Total \$ _____		Column 2 Total \$ _____
Total Expenses from column 1 & 2	\$ _____		

Calculation of Allowable Automobile Expenses

Automobile Information

Make of Automobile	_____	Kms to Earn	_____
Date Lease Commenced (If Applicable)	_____	Total Kms driven in year	_____
		Purchase Price Total	\$ _____

Automobile Expenses Incurred

Fuel (Gasoline, Propane, Oil)	\$ _____	Leasing Costs	\$ _____
Insurance	_____	License and Registration	_____
Interest Paid	_____	Maintenance and Repairs	_____
	Column 1 Total \$ _____		Column 2 Total \$ _____
Total Expenses from column 1 & 2	\$ _____		

Calculation of Business-Use-Of-Home Expenses

Total House Area (Sqft)	_____	Area for Business Use Only (Sqft)	_____
Electricity	\$ _____	Maintenance	\$ _____
Heat	_____	Property Taxes	_____
Insurance	_____	Water	_____
Rent (If Applicable)	_____		
	Column 1 Total \$ _____		Column 2 Total \$ _____
Total Expenses from column 1 & 2	\$ _____		

Any Additional Information