

**SELF EMPLOYED INCOME  
REPORTING SUMMARY TO T2125**

To assist you in the preparation of your T1 income tax return, we have prepared the following worksheet to provide the required information to report your self employed income. Use this form to provide totals for each applicable line item.

Business Name: \_\_\_\_\_ Business Number: \_\_\_\_\_

Address: \_\_\_\_\_

GST Registrant Y/N \_\_\_\_\_ Quick Method Y/N \_\_\_\_\_ GST filed by Owner Y/N \_\_\_\_\_

**Income:** (do not include amounts from T4A)

Business \$ \_\_\_\_\_ Incl GST Y/N \_\_\_\_\_

Professional \$ \_\_\_\_\_ Incl GST Y/N \_\_\_\_\_

Self Employed Income Reported on T4A Y/N \_\_\_\_\_

**Cost of Good Sold:**

Opening Inventory \_\_\_\_\_

Purchases \_\_\_\_\_

Direct Wages \_\_\_\_\_

Subcontracts \_\_\_\_\_

Other direct costs \_\_\_\_\_

Closing Inventory \_\_\_\_\_

**Expenses:**

Advertising \_\_\_\_\_

Meals & Entertainment \_\_\_\_\_

Bad Debts \_\_\_\_\_

Insurance \_\_\_\_\_

Interest \_\_\_\_\_

Business tax, license, dues \_\_\_\_\_

Office \_\_\_\_\_

Legal Fees \_\_\_\_\_

Accounting Fees \_\_\_\_\_

Management & Administration \_\_\_\_\_

Rent \_\_\_\_\_

Repairs & Maintenance \_\_\_\_\_

Salaries, wages, benefits \_\_\_\_\_

Property taxes (Bus prop) \_\_\_\_\_

Travel \_\_\_\_\_

Telecommunications \_\_\_\_\_

Utilities (Bus prop) \_\_\_\_\_

Fuel (other than vehicle) \_\_\_\_\_

Delivery & Freight \_\_\_\_\_

Convention \_\_\_\_\_

Training \_\_\_\_\_

Private health insurance plan \_\_\_\_\_

Other \_\_\_\_\_

**Vehicle Operating Expenses:**

Vehicle Make/Model \_\_\_\_\_

Purchase/Lease date: \_\_\_\_\_

Provide purchase documentation for new vehicles

Provide lease documentation for new vehicle lease

Total KM driven in year \_\_\_\_\_

Business KM driven in year \_\_\_\_\_

Fuel \_\_\_\_\_

Interest \_\_\_\_\_

Insurance \_\_\_\_\_

Repairs & Maintenance \_\_\_\_\_

Leasing \_\_\_\_\_

Parking \_\_\_\_\_

**Office in Home:**

Office area (sq ft) \_\_\_\_\_

Total home area (sq ft) \_\_\_\_\_

**Expenses:**

Heat \_\_\_\_\_

Electricity \_\_\_\_\_

Insurance \_\_\_\_\_

Maintenance \_\_\_\_\_

Mortgage Interest \_\_\_\_\_

Property Tax \_\_\_\_\_

Other \_\_\_\_\_

**Partnership Information:**

Partner Names	Percent Share
_____	_____ %
_____	_____ %
_____	_____ %
_____	_____ %

Partner specific expenses:

_____	\$ _____
_____	\$ _____
_____	\$ _____
_____	\$ _____