

## Appendix B

SELF-EMPLOYMENT / BUSINESS INCOME AND EXPENSE											
Name of Business											
Description of Business											
Address											
Are you registered for GST			Yes	No	GST #		Will the firm be filing your GST?			Yes	No
<b>Revenue</b>					<b>Net</b>		<b>GST</b>		<b>Total (Include GST)</b>		
Sales and commissions					\$			\$	\$		
<b>Expense</b>					<b>Net</b>		<b>GST</b>		<b>Total (Include GST)</b>		
Purchases					\$			\$	\$		
Advertising					\$			\$	\$		
Meals and entertainment					\$			\$	\$		
Bad debts					\$			\$	\$		
Insurance					\$			N/A	\$		
Interest (excluding mortgage) – <a href="#">See Appendix C</a>					\$			N/A	\$		
Business tax, fees, licences, dues, memberships and subscriptions					\$			\$	\$		
Office expenses					\$			\$	\$		
Supplies					\$			\$	\$		
Legal, accounting, and other professional fees					\$			\$	\$		
Management and administration fees					\$			\$	\$		
Rent					\$			\$	\$		
Maintenance and repairs					\$			\$	\$		
Salaries and wages					\$			\$	\$		
Property taxes (excluding home office) – <a href="#">See Appendix C</a>					\$			N/A	\$		
Travel					\$			\$	\$		
Utilities (excluding home office)					\$			\$	\$		
Telephone (land line, cell, fax)					\$			\$	\$		
Delivery, freight, and express					\$			\$	\$		
Motor vehicle expenses – <a href="#">See Appendix D</a>											
Other (Did we miss something?)					\$			\$	\$		

(Continued...)

## Appendix B (Continued)

<b>SELF-EMPLOYMENT / BUSINESS INCOME AND EXPENSE (CONTINUED)</b>			
<b>Capital Assets purchased during the year (attach details)</b>	<b>Net</b>	<b>GST</b>	<b>Total (Include GST)</b>
Equipment	\$	\$	\$
Furniture and fixtures	\$	\$	\$
Computers – hardware	\$	\$	\$
Computers – software	\$	\$	\$
Other (Did we miss something?)	\$	\$	\$

For Home Office – please see [Appendix C](#)

For Automobile – please see [Appendix D](#)