



Business Worksheet

Business Name _____

GST Registrant: Y ___ N ___

Income: **\$(excluded GST)**

Business (included in T4A) _____
Business (not included in T4A) _____
Professional _____

Business nature:

Expenses:

Opening inventory _____
Closing inventory _____
Inventory purchases _____
Direct Materials _____
Subcontract payments _____

Automobile Expenses:

Model: _____ Original cost _____

Business Kilometer: _____

Total Kilometer: _____

Advertising _____

Meals & Entertainment-100% _____

Bad Debts _____

Insurance _____

Interest _____

Business Tax/License _____

Dues/Memberships _____

Office expenses _____

Supplies _____

Legal _____

Accounting _____

Mgmt and Admin fees _____

Rent _____

Repair and Main _____

Salaries, Wages _____

Employee Benefits _____

Property taxes _____

Travel _____

Telephone _____

Utilities _____

Fuel costs _____

Delivery and freight _____

Convention fees _____

Private Health services _____

Other _____

Capital asset: Computer _____

Equipment _____

\$

Fuel & oil _____

Interest * _____

Insurance _____

Rep & Main _____

Leasing _____

Parking _____

(* Monthly payt _____
at interest rate _____ for ___ years.
Pls provide bank loan contract)

Office in Home:

Office Area _____

Total area _____

\$

Heat _____

Electricity _____

Insurance _____

Maintenance _____

Mort Interest _____

Property Tax _____

Rent _____

Strata fees _____

Others _____

Others _____

Others _____