



Questionnaire for Employees claiming expenses v.18

You MUST have a signed T2200 from your employer indicating you are required to incur the expenses they have "checked" on your form.

It is your responsibility to have supporting documents/receipts for all your expenses and income

Table with 2 columns: Employment Expenses (not reimbursed by employer) and Amount. Rows include Advertising and promotion, Assistant wages, Food, beverages and entertainment expenses, Supplies, Rent and utilities, Telephone, Tradesperson tools, and Travel.

Table with 2 columns: Motor vehicle expenses and Amount. Rows include Car lease, Car wash, Finance payment, Fuel costs, Insurance, License and registration, Parking, Repairs and maintenance, and 407 ETR.

Km driven for year:

Km driven for work:

\*Do not include km driving to and from work location\*



<b>Calculation of business-use-of home</b>	<b>Amount</b>
✓ Insurance (commission employees only)	\$ _____
✓ Maintenance	\$ _____
✓ Mortgage Interest	\$ _____
✓ Property taxes (commission employees only)	\$ _____
✓ Utilities (Electricity, heat and water)	\$ _____
✓ Other: (explain)	\$ _____
<b>Total sq footage of house:</b>	<b>Total sq footage of office:</b>

*Any further questions regarding any of these items please do not hesitate to contact our office  
at (905) 693-8269*