

Cameron Burrows & Co. Ltd.

Certified General Accountant

Tax Worksheet for Self-Employment Income

Business Name: _____

Main product or service: _____

Do you own 100% of the business? Yes No

Are you registered for GST? Yes No

GST number: _____

Please complete the GST Return for me

I will complete the GST return myself

GST Method: Quick Regular

Total income (including GST)

--

Cost of Goods Sold

Purchases for the year

--

Subcontracts

--

Operating expenses

Advertising & promotion

--

Meals & Entertainment

--

Bad Debts

--

Insurance

--

Interest on business loans & lines of credit

--

Licences, dues, memberships, subscriptions

--

Office expenses

--

Supplies

--

Legal, accounting & professional fees

--

Management & administration fees

--

Rent

--

Repairs & maintenance

--

Wages, salaries & benefits

--

Travel

--

Telephone, Mobile, Internet & Utilities

--

Delivery, freight & express

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Ensure that all expenses can be supported with receipts that can be presented to the Canada Revenue Agency on request in the event of an audit.