



EMPLOYMENT EXPENSE CHECKLIST (T777)

Name: _____ For the period from (dd/mm/yy) _____ to _____

Do you qualify for the GST/HST rebate?

If **yes**, provide employer's HST number _____

Limit expenses to commision income?

EXPENSES

Accounting, and legal fees
Advertising and promotion

Gross	HST	Net

Meals and entertainment
_____ 50%

Lodging
Parking
Supplies

Other expenses - Please sepicify (Page 2)

Trade person's tools
(Up to \$500 Maximum)
Apprentice merchanic tools
Musical instruments

Motor vehicle expenses (not including CCA)
Work chart (see page 2)
Other expenses

--	--	--

--	--	--

Business-use-of home expense (see Page 2)
other expenses (please specify)

Note - if you are not registered for HST, you do not need to list the HST amounts.



EMPLOYMENT EXPENSE CHECKLIST

Name: _____ For the period from (dd/mm/yy) _____ to _____

CALCULATION OF ALLOWABLE MOTOR VEHICLE EXPENSES

(use separate sheet for additional vehicles)

Make of vehicle	
Kilometres driven in taxation year to earn income	
Total kilometres you drove in the taxation year	
Date of acquisition	
Date of disposition (Only, if the date is in the fiscal period)	

	Gross	HST	Net
Fuel and oil			
Maintenance and repairs			
Insurance			
Licensing and registration fees			
Interest - (amt borrowed - \$_____ rate _____%)			
Interest with respect to a motor vehicle other than an automobile			
Leasing costs			
Parking fees			
Other exp. _____			
Other exp. _____			

Less: Total rebates, allowances & repayments you received that are not included in income _____

* Please attach any purchase, sale, financing or lease agreements signed during the year.

CALCULATION OF BUSINESS-USE-OF-HOME EXPENSES

Heat			
Electricity			
Insurance			
Maintenance			
Mortgage interest (self-employed only)			
Property taxes			
Rent			
Telephone			
Other exp. _____			
Other exp. _____			

Less: Personal-use portion (_____%)
Total house area (square feet)
Area for business use only (square feet)