

2021 SELF-EMPLOYMENT INCOME AND EXPENSE SUMMARY

Please provide the information noted below if you are self-employed. Please separate, total and summarize any receipts provided by each expense category, noting additional details on a separate sheet if needed.

Taxpayer Name: _____

Sales, Commission or Fees \$ _____

Will Crowe MacKay prepare your 2020 GST/HST return? Yes No

Cost of Goods Sold

Inventory (beginning of year)	\$ _____
+ purchases	\$ _____
+ direct wage costs	\$ _____
+ subcontractors	\$ _____
+ other costs	\$ _____
- inventory (end of year)	\$ _____
= Cost of Goods Sold	\$ _____

Do your revenue and expense amounts include GST/HST? Yes No

Expenses

Advertising	\$ _____
Meals and entertainment	\$ _____
Bad debts	\$ _____
Insurance	\$ _____
Interest	\$ _____
Business fees, licenses & dues	\$ _____
Office expenses	\$ _____
Supplies	\$ _____
Legal, accounting & other professional fees	\$ _____
Management & administration fees	\$ _____
Rent (except home office)	\$ _____
Maintenance & repair	\$ _____
Salaries, wages & benefits	\$ _____
Property taxes (except home office)	\$ _____
Travel (fares/accommodation)	\$ _____
Telephone & utilities	\$ _____
Fuel costs (except motor vehicle expenses)	\$ _____
Delivery & freight	\$ _____
Other (specify)	\$ _____

Km for business/employment	_____
Total km driven	_____
Fuel and oil	\$ _____
Maintenance and repairs	\$ _____
Insurance	\$ _____
License and registration	\$ _____
Interest	\$ _____
Leasing costs	\$ _____
Parking	\$ _____

Home Office

Area of business/employment use (square feet or # of rooms)	_____
Total house area (square feet or # of rooms)	_____
Heat, electricity, water	\$ _____
Insurance	\$ _____
Maintenance	\$ _____
Mortgage interest (n/a for employees)	\$ _____
Property taxes	\$ _____
Other (specify)	\$ _____

2021 SELF-EMPLOYMENT INCOME AND EXPENSE SUMMARY CONT'D

Capital Assets

Acquisitions:

Description and cost of each asset:

_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____

Disposition:

Description and cost of each asset:

_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____
_____ \$ _____

Internet Presence:

How many Internet websites/webpages or online business profiles does your business earn income from? _____

What percentage of your total income is generated from internet presence? _____ %

Provide the 5 main website/webpage address(es) or online profiles for your business:

http:// _____
http:// _____
http:// _____
http:// _____
http:// _____