



Self-Employment Appendix

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REVENUE (Sales, commissions, fees)	
EXPENSES:	
Advertising	
Bad debts	
Business tax, fees, licences, dues, memberships, and subscriptions	
Delivery, freight, and express	
Fuel costs (except for motor vehicles)	
Insurance	
Interest	
Maintenance and repairs	
Management and administration fees	
Meals and entertainment (at 100%)	
Office expenses	
Supplies	
Legal, accounting, and other professional fees	
Property taxes	
Rent	
Salaries, wages, and benefits (including employer's contributions)	
Travel	
Telephone and utilities	
Health plan premiums	
Automobile	
Odometer at beginning of tax year	
Odometer at end of tax year	
Percentage of business use of car	
Fuel and oil	
Repairs and maintenance (including car washes)	
Parking	
Insurance	
Licence and registration fees	
If owned, interest costs per month	
If leased, lease costs per month	
Other car expenses (CAA, 407, etc.)	
Home office, if place of business	
Square footage or rooms dedicated for office	
Total square footage of area or total rooms	
Heat	
Electricity	
Insurance	
Maintenance	
Mortgage interest	
Property taxes	
Rent (if applicable)	
Other expenses (water, alarm, etc.) — Please provide details	
New capital assets (attach list)	
Any other business expenses not listed above (attach list)	