

Kelly Coombs CPA Inc.

Chartered Professional Accountant

Self-Employed Income & Expenses

To help with your personal income tax preparation, please complete this form and have all supporting documentation readily available.

Income:

	Amount	HST	Total
Total of Income Earned:	\$ _____	\$ _____	\$ _____

Cost of Goods Sold:

	Amount	HST	Total
Opening Inventory (Raw materials)			
Purchases during the year			
Direct wage costs			
Subcontracts			
Other costs			
Closing Inventory (Raw materials):	\$ _____	\$ _____	\$ _____

Gross Profit: \$ _____ \$ _____ \$ _____

Expenses:

Please list all the expenses you have incurred while earning self-employment income.

	Amount	HST	Total
Advertising			
Bad Debts			
Business Tax, Fees, Licences, Dues, & Memberships			
Delivery & Freight			
Fuel Costs (Except for Motor vehicles)			
Insurance			

Interest			
Legal, Accounting & Professional Fees			
Maintenance & Repairs			
Management & Administration Fees			
Meals & Entertainment			
Office Expenses			
Other Expenses			
Property Taxes			
Rent			
Salaries, Wages, & Benefits (including Employer's contribution)			
Supplies			
Travel			
Telephone & Utilities			
<i>Total Expenses:</i>	\$	\$	\$

Total Self-Employment Income: \$ _____ \$ _____ \$ _____