

**BUSINESS REVENUE & EXPENSES**

**NOTE:** For home office and vehicle expenses complete separate sheets.

**Business Name:**


**Type of Business:**

I am registered for HST

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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**Internet Business Activities**

Number of websites earning income:

Website names:


Percentage of your gross income generated from website:

	Including HST	HST	Excluding HST
<b>Revenue:</b>	\$ _____	-	-
		Total HST Collected	

**Cost of Goods Sold**

Opening Inventory (at cost)	\$ _____	-	-
Purchases	_____	-	-
Direct wage costs	_____	-	-
Subcontracts	_____	-	-
Other Costs	_____	-	-
Ending Inventory	_____	-	-
<b>Total Cost of Goods Sold:</b>	- \$ _____	-	-

**Expenses**

Advertising	\$ _____	-	-
Meals and entertainment <input style="width: 60px;" type="text"/> x 50% =	- _____	-	-
Bad Debts	_____	-	-
Insurance (business)	_____	-	-
Interest and bank charges (on business accounts)	_____	-	-
Business tax, fees, licences, dues, memberships, and subscriptions	_____	-	-
Office Expenses	_____	-	-
Supplies	_____	-	-
Professional fees (legal, accounting, etc.)	_____	-	-
Management and administration fees	_____	-	-
Rent (other than home office)	_____	-	-
Repairs & Maintenance (other than home office, eg.equipment repairs)	_____	-	-
Salaries, wages, and benefits (including employer's contribution)	_____	-	-
Property taxes (other than home office)	_____	-	-
Travel costs relating to business (accomodations,etc.)	_____	-	-
Utilities (light, heat, water) (other than home office)	_____	-	-
Telephone and other utilities (other than home office)	_____	-	-
Delivery, freight and express	_____	-	-
Motor Vehicle expenses (complete Vehicle Expenses tab)	- _____	-	-
Other expenses (specify)	_____	-	-
	_____	-	-
<b>Total:</b>	\$ - _____	\$ -	-
		Total HST Paid	

**Capital Additions** (eg.Equipment, Furniture)

	_____	-	-
	_____	-	-
<b>Total capital additions:</b>	\$ - _____	-	-
		Total HST Paid	