



**PROFESSIONAL & BUSINESS INCOME INFORMATION SHEET  
PERSONAL TAX (T2124/T2032)**

**BUSINESS NAME:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**REVENUES:**

CASH BASIS	
PRIOR YEAR'S ACCOUNTS RECEIVABLE	
THIS YEAR'S ACCOUNTS RECEIVABLE	
<b>TOTAL REVENUE:</b>	

**EXPENSES:**

**TOTAL AMOUNT:**

ADVERTISING	
BAD DEBTS	
BUSINESS TAX, FEES, LICENCES, MEMBERSHIPS AND SUBSCRIPTIONS	
DELIVERY, FREIGHT AND EXPENSES	
FUEL COSTS (NOT FOR MOTOR VEHICLE)	
INSURANCE (LIABILITY AND BUSINESS INSURANCE ONLY)	
INTEREST (BUSINESS LOANS ONLY)	
MAINTENANCE AND REPAIRS	
MANAGEMENT AND ADMINISTRATIVE FEES	
MEALS AND ENTERTAINMENT (TOTAL AMOUNT)	
MOTOR VEHICLE EXPENSES (SEE BELOW)	
OFFICE EXPENSES	
SUPPLIES	
LEGAL, ACCOUNTING, AND OTHER PROFESSIONAL FEES	
PROPERTY TAXES	
RENT (BUSINESS PREMISES ONLY)	
SALARIES, WAGES AND BENEFITS (INCLUDING EMPLOYER = S PORTION OF CPP AND EI)	
TRAVEL	
TELEPHONE AND UTILITIES	
OTHER EXPENSES	