

You MUST have a completed form T2200 (declaration of conditions of employment) from your employer in order to claim employment expenses. Only expenses specified on the T2200 are allowed.

Please attach the completed T2200 form to this summary.

SUMMARY OF EMPLOYMENT EXPENSES FOR THE YEAR _____ (1 of 2)
 Any notes or questions you may have regarding your employment expenses can be noted on the bottom of page 2

NAME _____

EXPENSES	AMOUNT
Accounting and legal fees	
Advertising and promotion	
Food, beverages and entertainment (total _____ x 50%)	
Lodging	
Parking	
Supplies (i.e. postage, stationery, other office supplies)	
Cell phone (employment use portion only)	
Other expenses (specify) -	
-	
Total	

CALCULATION OF MOTOR VEHICLE EXPENSES

(if more than one vehicle was used, please provide a separate sheet for each vehicle)

Vehicle Year, Make, Model	
Total kilometers driven in year to earn income	
Total kilometers driven in year	

EXPENSES	AMOUNT
Fuel and oil	
Maintenance and repairs	
Insurance	
Licenses and registration	
Interest costs	
Leasing costs	
Other expenses (specify) -	
-	
Total	

