



Guide T4044, *Employment Expenses*, has information to help you complete this statement and the schedule on the back. The chapters we refer to below are chapters in the guide. Include a copy of this form with your return.

Expenses			
Accounting and legal fees		8862	
Advertising and promotion		8520	
Allowable motor vehicle expenses (from line 16 below)		9281	1
Food, beverages, and entertainment expenses (see Chapter 2 or 3, as applicable)	_____ x 50% =	8523	
Lodging		9200	
Parking		8910	
Supplies (e.g., postage, stationery, other office supplies)		8810	
Other expenses (please specify)		9270	
Tradesperson's tools expenses (see Chapter 6)		1770	
Apprentice mechanic tools expenses (see Chapter 6)		9131	
Musical instrument costs (see "Part 2" in Chapter 5)		1776	
Capital cost allowance for musical instruments (see "Part A" on the back of this form)		1777	
Artists' employment expenses (see "Part 1" in Chapter 5)		9973	
	Subtotal		2
<b>Add</b> work-space-in-the-home expenses (enter the lower amount of line 24 or 25 below)		9945	
<b>Total expenses</b> (enter this amount on line 229 of your return)		9368	

Calculation of Allowable Motor Vehicle Expenses			
Enter the kilometres you drove in the tax year to earn employment income			3
Enter the total kilometres you drove in the tax year			4
Enter the motor vehicle expenses you paid for:			
Fuel (gasoline, propane, oil)		5	
Maintenance and repairs		6	
Insurance		7	
Licence and registration		8	
Capital cost allowance (see schedule on the back)		9	
Interest (see "Interest expense" in Chapter 7)		10	
Leasing (see "Leasing costs" in Chapter 7)		11	
Other expenses (please specify)		12	
<b>Add</b> lines 5 to 12		13	
Employment-use portion ( $\frac{\text{line 3}}{\text{line 4}}$ ) X line 13 =			14
Enter the total of all rebates, motor vehicle allowances, and repayments for motor vehicle expenses you received that are not included in income. Do not include any repayments you used to calculate your leasing costs on line 11.			15
<b>Allowable motor vehicle expenses</b> (line 14 minus line 15)			16
Enter the amount from line 16 on line 1 in the "Expenses" area above.			

Calculation of Work-Space-in-the-Home Expenses			
Electricity, heat, and water			17
Maintenance			18
Insurance (commission employees only)			19
Property taxes (commission employees only)			20
Other expenses (please specify)			21
<b>Add</b> lines 17 to 21	Subtotal		22
<b>Subtract</b> personal-use portion			23
	Subtotal		
<b>Add</b> amount carried forward from previous year			
	Subtotal		24
Enter your employment income			
<b>Subtract</b> the amount from line 2 above as well as any amount from line 207 and line 212 of your return that relates to this income			
Subtotal (if negative, enter "0")			25
Work-space-in-the-home expenses available to use in <b>future</b> years (line 24 minus line 25; if negative, enter "0")			

## CAPITAL COST ALLOWANCE (DEPRECIATION) SCHEDULE FOR EMPLOYEES

For information to help you complete this schedule, see the section called "How to calculate capital cost allowance" in Chapter 8 of guide T4044, *Employment Expenses*, .

### Part A – Classes 8 and 10

1 Class no.*	2 Undepreciated capital cost at the beginning of the year**	3 Cost of acquisitions during the year	4 Proceeds of disposition during the year	5 Undepreciated capital cost after acquisitions and dispositions (col. 2 + 3 – 4)	6 Adjustments for current-year acquisitions (1/2 X (col. 3 – 4)) (if negative, enter "0")	7 Base amount for capital cost allowance claim (col. 5 – 6)	8 Rate %	9 Capital cost allowance (CCA) for the year (col. 7 X 8, or a lesser amount)	10 Undepreciated capital cost at the end of the year (col. 5 – 9)
8							20%		
10							30%		

\* Class 8 includes musical instruments. Class 10 includes all vehicles that meet the definition of a motor vehicle, except for a passenger vehicle included in Class 10.1 (see "Part B" below).

\*\* This amount must be reduced by the portion of any goods and services tax/harmonized sales tax (GST/HST) rebate received in the year that relates to CCA on the vehicle or musical instrument.

### Part B – Class 10.1

- For details about the Class 10.1 limits, see Chapter 8 of guide T4044, *Employment Expenses*.
- List each passenger vehicle on a separate line.

Date acquired	Cost of vehicle	1 Class no.	2 Undepreciated capital cost at the beginning of the year*	3 Cost of acquisitions during the year	4 Proceeds of disposition during the year	5 Base amount for capital cost allowance claim**	6 Rate %	7 Capital cost allowance (CCA) for the year (col. 5 X 6, or a lesser amount)	8 Undepreciated capital cost at the end of the year (col. 2 – 7, or col. 3 – 7)***
		10.1					30%		
		10.1					30%		
		10.1					30%		
<b>TOTAL</b>									

\* This amount must be reduced by the portion of any GST/HST rebate received in the year that relates to CCA on the vehicle.

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- a. Enter the amount from column 2 in column 5 if you owned the vehicle in the previous year and still owned it at the end of the current year.
  - b. Enter 1/2 of the amount from column 3 in column 5 if you bought the vehicle in the current year and still owned it at the end of the current year.
  - c. Enter 1/2 of the amount from column 2 in column 5 if you sold the vehicle in the current year and you owned the vehicle at the end of the previous year.
  - d. If you bought and sold a class 10.1 vehicle in the current year, enter "0" in column 5 for that vehicle.

\*\*\* Enter "0" in column 8 for the year you sold or traded a class 10.1 vehicle, since the recapture and terminal loss rules do not apply.