

STATEMENT OF BUSINESS ACTIVITIES

For more information on how to complete this form, see the *Business and Professional Income* guide.

Identification						Your name						Your social insurance number									
From:		Year		Month		Day		To:		Year		Month		Day		Was 2003 your last year of business? Yes <input type="checkbox"/> No <input type="checkbox"/>					
Business name						Main product or service															
Business address						Industry code (see the appendix in the <i>Business and Professional Income</i> guide)															
City, province or territory						Postal code			Partnership filer identification number												
Name and address of person or firm preparing this form						Tax shelter identification number															
Business Number						Your percentage of the partnership						%									

Income			
Sales, commissions, or fees			
Minus – Goods and services tax/harmonized sales tax (GST/HST) and provincial sales tax (if included in sales above)			
– Returns, allowances, and discounts (if included in sales above)			
Total of the above two lines		▶	
Net sales, commissions, or fees (line a minus line b)			
Reserves deducted last year		8000	
Other income		8290	
Gross income (total of the above three lines) – Enter on the appropriate line of your income tax return		8230	
		8299	
Calculation of cost of goods sold (enter business part only)			
Opening inventory (include raw materials, goods in process, and finished goods)		8300	
Purchases during the year (net of returns, allowances, and discounts)		8320	
Subcontracts		8360	
Direct wage costs		8340	
Other costs		8450	
Total of the above five lines			
Minus – Closing inventory (include raw materials, goods in process, and finished goods)		8500	
Cost of goods sold		8518	
		▶	
Gross profit (line c minus line d)			
		8519	
Expenses (enter business part only)			
Advertising		8521	
Bad debts		8590	
Business tax, fees, licences, dues, memberships, and subscriptions		8760	
Delivery, freight, and express		9275	
Fuel costs (except for motor vehicles)		9224	
Insurance		8690	
Interest		8710	
Maintenance and repairs		8960	
Management and administration fees		8871	
Meals and entertainment (allowable part only)		8523	
Motor vehicle expenses (not including CCA) (see Chart A on page 4)		9281	
Office expenses		8810	
Supplies		8811	
Legal, accounting, and other professional fees		8860	
Property taxes		9180	
Rent		8910	
Salaries, wages, and benefits (including employer's contributions)		9060	
Travel		9200	
Telephone and utilities		9220	
Other expenses		9270	
Subtotal			
Allowance on eligible capital property		9935	
Capital cost allowance (from Area A on page 3)		9936	
Total business expenses (total of the above three lines)		9368	
		▶	
Net income (loss) before adjustments (line e minus line f)			
		9369	

Area A – Calculation of capital cost allowance claim

1 Class number	2 Undepreciated capital cost (UCC) at the start of the year	3 Cost of additions in the year (see Areas B and C below)	4 Proceeds of dispositions in the year (see Areas D and E below)	5 * UCC after additions and dispositions (col. 2 plus col. 3 minus col. 4)	6 Adjustment for current year additions (1/2 x (col. 3 minus col. 4)) If negative, enter "0"	7 Base amount for capital cost allowance (col. 5 minus col. 6)	8 Rate %	9 CCA for the year (col. 7 x col. 8 or an adjusted amount)	10 UCC at the end of the year (col. 5 minus col. 9)

Total CCA claim for the year (enter this amount, minus any personal part and any CCA for business-use-of-home expenses, on line 9936 on page 1**)

* If you have a negative amount in this column, add it to income as a recapture on line 8230, "Other income," on page 1. If no property is left in the class and there is a positive amount in the column, deduct the amount from income as a terminal loss on line 9270, "Other expenses," on page 1. Recapture and terminal loss do not apply to a Class 10.1 property. For more information, read Chapter 4 of the *Business and Professional Income* guide

** CCA for "Calculation of business-use-of-home expenses" read Chapter 4 - Special Situations in the *Business and Professional Income* guide

Area B – Details of equipment additions in the year

1 Class number	2 Property details	3 Total cost	4 Personal part (if applicable)	5 Business part (column 3 minus column 4)

Total equipment additions in the year 9925

Area C – Details of building additions in the year

1 Class number	2 Property details	3 Total cost	4 Personal part (if applicable)	5 Business part (column 3 minus column 4)

Total building additions in the year 9927

Area D – Details of equipment dispositions in the year

1 Class number	2 Property details	3 Proceeds of disposition (should not be more than the capital cost)	4 Personal part (if applicable)	5 Business part (column 3 minus column 4)

Note: If you disposed of property from your business in the year, see Chapter 4 in the *Business and Professional Income* guide for information about your proceeds of disposition.

Total equipment dispositions in the year 9926

Area E – Details of building dispositions in the year

1 Class number	2 Property details	3 Proceeds of disposition (should not be more than the capital cost)	4 Personal part (if applicable)	5 Business part (column 3 minus column 4)

Note: If you disposed of property from your business in the year, see Chapter 4 in the *Business and Professional Income* guide for information about your proceeds of disposition.

Total building dispositions in the year 9928

Area F – Details of land additions and dispositions in the year

Total cost of all land additions in the year	9923		
Total proceeds from all land dispositions in the year	9924		

Note: You cannot claim capital cost allowance on land.

Chart A – Motor Vehicle Expenses

Enter the kilometres you drove in the tax year to earn business income _____ 1

Enter the total kilometres you drove in the tax year _____ 2

Fuel and oil _____ 3

Interest (see Chart B below) _____ 4

Insurance _____ 5

Licence and registration _____ 6

Maintenance and repairs _____ 7

Leasing (see Chart C below) _____ 8

Other expenses (please specify) _____ 9

_____ 10

Total motor vehicle expenses: Add lines 3 to 10 _____ 11

Business-use part: $\left(\frac{\text{line 1}}{\text{line 2}} \right) \times \text{line 11} = \$$ _____ 12

Business Parking Fees _____ 13

Supplementary Business Insurance _____ 14

Add lines 12, 13, and 14 _____ 15

Allowable motor vehicle expenses: Enter the amount of line 15 on line 9281 on page 1 _____

Note: You can claim CCA on motor vehicles in Area A on page 3.

Chart B – Available interest expense for passenger vehicles

Total interest payable (accrual method) or paid (cash method) in the fiscal period _____ A

\$ _____ * \times the number of days in the fiscal period for which interest is payable (accrual method) or paid (cash method) _____ B

Available interest expense: amount A or B, whichever is less (enter this amount on line 4 of Chart A) \$ _____

* For passenger vehicles bought:
 • from September 1, 1989 to December 31, 1996, and from 2001 to 2003, use **\$10**
 • from 1997 to 2000, use **\$8.33**

Chart C – Eligible leasing costs for passenger vehicles

Total lease charges incurred in your 2003 fiscal period for the vehicle 1

Total lease payments deducted before your 2003 fiscal period for the vehicle 2

Total number of days the vehicle was leased in your 2003 and previous fiscal periods 3

Manufacturer's list price 4

The amount on line 4 or (\$35,294 * + GST and PST, or HST on \$35,294), whichever is more

\$ _____ \times 85 % = 5

$\frac{[(\$800 * + \text{GST and PST, or HST on } \$800) \times \text{line 3}]}{30} \blacktriangleright$ _____ – line 2: _____ = 6

$\frac{[(\$30,000 * + \text{GST and PST, or HST on } \$30,000) \times \text{line 1}]}{\text{line 5}}$ = 7

Eligible leasing cost: line 6 or 7, whichever is less \$ _____

(Enter this amount on line 8 of Chart A above)

* If you entered into a lease agreement before January 1, 2001, make the following changes to the chart:

	After 1990 and before 1997	1997	1998 and 1999	2000
• line 5, replace \$35,294 with:	\$28,235	\$29,412	\$30,588	\$31,765
• line 6, replace \$800 with:	650	550	650	700
• line 7, replace \$30,000 with:	24,000	25,000	26,000	27,000