

# STATEMENT OF BUSINESS ACTIVITIES

For more information on how to complete this statement, see the income tax guide called *Business and Professional Income*.

**Identification**

Your name \_\_\_\_\_ Your social insurance number \_\_\_\_\_

From: Year \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ To: Year \_\_\_\_\_ Month \_\_\_\_\_ Day \_\_\_\_\_ Was 1998 your last year of business? Yes  No

Business name \_\_\_\_\_ Main product or service \_\_\_\_\_

Business address \_\_\_\_\_ Industry code (see the appendix in the *Business and Professional Income* guide) \_\_\_\_\_

City, town, or municipality, and province \_\_\_\_\_ Postal code \_\_\_\_\_ Partnership 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 \_\_\_\_\_ a

**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** \_\_\_\_\_ b

**Net sales, commissions, or fees** (line a minus line b) **8000**

Reserves deducted last year **8290**

Other income **8230**

**Gross income** (total of the above three lines) – Enter on the appropriate line of your income tax return. **8299** c

**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** d

**Gross profit** (line c minus line d) **8519** e

**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 capital cost allowance) **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 of this form) **9936**

**Total business expenses** (total of the above three lines) **9368** f

**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 <b>plus</b> 3 <b>minus</b> 4)	6 Adjustment for current year additions (1/2 x (col. 3 <b>minus</b> 4)) If negative, enter "0"	7 Base amount for capital cost allowance (col. 5 <b>minus</b> 6)	8 Rate %	9 CCA for the year (col. 7 x 8 or an adjusted amount)	10 UCC at the end of the year (col. 5 <b>minus</b> 9)

**Total CCA claim for the year** (enter this amount, minus any personal part, on line 9936 on page 1 of this form)

\* If you have a negative amount in this column, add it to income as a recapture on line 8230 "Other income" on page 1 of this form. If there is no property 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 of this form. 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.

**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 <b>minus</b> 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 <b>minus</b> 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 <b>minus</b> 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 <b>minus</b> 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.