



# STATEMENT OF EMPLOYMENT EXPENSES

- Guide T4044, *Employment Expenses*, has information to help you complete this statement. 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		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	1770		
Apprentice mechanic tools expenses	9131		
Musical instrument costs	1776		
Capital cost allowance for musical instruments	1777		
Artists' employment expenses	9973		
	Subtotal		2
<b>Add</b> work-space-in-the-home expenses (enter the lowest 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		9	
Interest		10	
Leasing		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 the line 16 on the 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	42,000	00	
<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")	42,000	00	25
Work-space-in-the-home expenses available to use in <b>future</b> years (line 24 minus line 25; if negative, enter "0")			

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### 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 the 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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- 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.
  - 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.
  - 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.
  - 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.