

2010 MOTOR VEHICLE AND HOME OFFICE WORKSHEET

MOTOR VEHICLE

HOME OFFICE

(use for employment or business purposes)

Total kilometres traveled in 2010 Portion related to business travel (Footnote 2)	_____	Total square footage of home Portion related to Home Office	_____
Percentage - business use	<div style="border: 1px solid black; width: 100px; height: 20px; display: flex; justify-content: flex-end; align-items: center; padding-right: 5px;">%</div>	Percentage - Business use	<div style="border: 1px solid black; width: 100px; height: 20px; display: flex; justify-content: flex-end; align-items: center; padding-right: 5px;">%</div>
Expenses		Expenses	
Fuel and oil	\$ _____	Heat	\$ _____
Insurance	_____	Hydro	_____
Licence and registration	_____	Insurance	_____
Interest and financing	_____	Maintenance and repairs	_____
Leasing (Footnote 5)	_____	Mortgage interest	_____
Capital cost allowance (Footnote 1, 5)	_____	Property tax	_____
Maintenance and repairs	_____	Rent	_____
Other:	_____	Other:	_____
Total expenses	_____	Total expenses	_____
Percentage - business use	<div style="border: 1px solid black; width: 100px; height: 20px; display: flex; justify-content: flex-end; align-items: center; padding-right: 5px;">%</div>	Percentage - business use	<div style="border: 1px solid black; width: 100px; height: 20px; display: flex; justify-content: flex-end; align-items: center; padding-right: 5px;">%</div>
Business portion	\$ _____	Business portion	\$ _____

FOOTNOTES

1. This amount can be computed by HENDRY WARREN FSC on your behalf.
2. A record of auto business kilometres traveled would be required to satisfy any CRA queries.
3. Please provide details of any capital asset purchases or disposals (automobile, computer hardware and software, equipment, furniture, etc.) during 2010, including the cost and applicable taxes, net of any GST/HST Input Tax Credits claimed or sales proceeds.
4. The deductible portion of meals and entertainment costs was 50% throughout 2010. Please enter the total of these costs in the 2010 Self-Employed Business Worksheet. We will eliminate the restricted portion.
5. The restriction on capital cost allowance claims for passenger vehicles acquired in 2010 is \$30,000 plus applicable taxes. The maximum deductible monthly lease cost is \$800 plus applicable taxes. Taxes should be net of any GST/HST Input Tax Credits claimed.
6. Expenses should include GST/HST if you use the quick method. Otherwise, expenses should be listed excluding the GST/HST.
7. Please provide details of coverage and premiums.