



APPENDIX A - 2023 SELF-EMPLOYED BUSINESS WORKSHEET (T2125)

Complete this worksheet if you were self-employed in 2023.

Business Name: _____

Are you registered for the GST/HST?

Do you require us to prepare your GST/HST return?

If yes, do you file using the Regular or Quick Method?

INCOME

Sales, commissions, fees (exclude GST/HST) \$ _____

Sales adjustment for GST/HST - Quick Method¹ \$ _____

TOTAL INCOME (A) \$ _____

COST OF GOODS SOLD

Opening Inventory \$ _____

Purchases and other costs incurred during the year \$ _____

Less: closing inventory \$ _____

TOTAL COST OF GOODS SOLD (B) \$ _____

GROS PROFIT

(A-B) = C \$ _____

EXPENSES (BUSINESS PORTION ONLY)

Advertising \$ _____

Meals and entertainment² Total costs _____ x 50% \$ _____

Bad Debt \$ _____

Insurance \$ _____

Interest and bank charges \$ _____

Business taxes, fees, licenses, membership fees \$ _____

Office expenses \$ _____

Supplies \$ _____

Legal, accounting, and other professional fees \$ _____

Hendry Warren accounting fees \$ _____

Management and administration fees \$ _____

Rent (excluding home office) \$ _____

Maintenance and repairs \$ _____

Salaries, wages and benefits \$ _____

¹ This amount can be computed by HENDRY WARREN LLP on your behalf.

² The deductible portion of meals and entertainment costs was 50% throughout 2023

Hendry Warren LLP

200 – 881 Lady Ellen Place, Ottawa, ON, K1Z 5L3
(613) 235 2000 – info@hwllp.ca – www.hwllp.ca



Property taxes (excluding home office)	\$ _____
Travel	\$ _____
Telephone and utilities (excluding home office)	\$ _____
Deliver, freight and express	\$ _____
Motor vehicle (complete <u>Appendix B</u>)	\$ _____
Capital cost allowance ^{3,4}	\$ _____
Home office costs (complete <u>Appendix B</u>)	\$ _____
Health and dental insurance premiums ⁵	\$ _____
Other: _____	\$ _____
Total Expenses (D)	\$ _____

NET INCOME (C-D) \$ _____

³ This amount can be computed by HENDRY WARREN LLP on your behalf.
⁴ Please provide details of any capital asset purchases or disposals (automobile, computer, hardware and software, equipment, furniture, etc.) during 2023, including the cost and applicable taxes, net of any HST Input Tax Credits claimed or sale proceeds.
⁵ Please provide details of coverage and premiums