

J.R. Accounting Services CPA's Ltd
Business Form 2125

		Last Year of Business		Start	End
BUSINESS DATES		YES ()	NO ()		
1	Ensure that Revenue and Expenses are listed below in the proper format.				
2	Please ensure we have supporting invoices for each asset purchased or sold during the year.				
3	If revenue is from T4A, please check box and include T4A.				
				Gross	GST
Revenue	- Sales and Service				Net
	- CEWS				
	- 10% Temp Wage Subsidy				
	- Taxable CEBA Portion				
	- Provincial Grants				
Total Revenue					
Cost of Goods Sold					
	Opening Inventory				
	Purchases During the Year				
	Direct Wages				
	Sub Contractor (T5018's are required per CRA)				
	Ending Inventory				
EXPENSES					
	Advertising				
	Meals & Ent for business purposes				
	Bad Debt				
	Insurance				
	Bank Charges				
	Credit Card charges				
	Interest on long term debt				
	Business licenses and memberships				
	Office Expense				
	Office Supplies				
	Professional Fees				
	Management Fee				
	Rent				
	Repairs and maintenance				
	Salaries, wages and benefits				
	Property Taxes				
	Travel expenses				
	Utilities				
	Fuel (except motor vehicles)				
	Delivery and Freight				
	Other expenses (please list)				
Home Office					
Total Sq ft				Business Sq ft	
Heat					
Insurance					
Repairs and Maint					
Mortgage interest					
Property Tax					
Other expenses (please list)					

J.R. Accounting Services CPA's Ltd
Rental Form 776

Type of rent: Residential Rent (<input type="checkbox"/>) Commercial Rent (<input type="checkbox"/>)		Start:	End:
Full Address			
Number of Units			
Partner Name and % Ownership			
Gross Rents (Not including deposits)			
Other Income (Parking, Laundry, etc.)			
Expenses			
Advertising			
Insurance			
Bank Charges			
Interest on long term debt			
Office Supplies			
Legal, accounting and other professional fees			
Management and administration fees			
Maintenance and repairs			
Salaries, wages and benefits			
Property Taxes			
Travel			
Utilities			
Other: please list			
Equipment / Capital Additions - include invoices			
If a property was purchased or sold during the year, please include all documents from lawyers.			

Employment Expenses Form 777

Do you have a signed and completed T2200? YES (<input type="checkbox"/>) NO (<input type="checkbox"/>)	
C = Commission Employees Only	
c Advertising	
c Meals & Entertainment	
Office Supplies	
c Equipment Leasing	
Travel	
Telephone	
c Professional Fees	
Other _____	

For vehicles with shared use (business and personal)

Zero emission auto? (Y/ N)			
Year			
Make			
Model			
Date purchased or leased		Cost:	
Date sold, traded or written off		Proceeds:	
Total KM in Year			
Total KM For Business (1)			
		GST Paid	Net Expense
Fuel			
Insurance			
Repairs & Maintenance			
Parking			
Lease Cost			
Interest on Financing			
License			

(1) CRA has advised to claim a vehicle for business purposes and also drive the same vehicle for personal use, you must maintain a vehicle log.

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T777s (Employment work from home - Covid)

(Detailed Method) Use this form if you have a T2200S

Reimbursed by Employer	Yes	No
Commission Employee	Yes	No

Office Supplies (Paper, Pens, Folders, Toner, Postage)	
Employment use of Basic Cell phone	
Long Distance Charges	
Lease of Cell, computer, fax, tablet (Commission only)	

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Home Office	Total Sq/Ft	Work Sq/Ft	Hours of work / Week	Total Hours/Week
				168

Electricity, Heat, Water, Internet Access Fee	
Maintenance (Light bulbs, cleaning supplies, minor repairs)	
Home Insurance (Commission only)	
Property Tax (Commission only)	
Rent (For period work from home)	