

1. General Information

Taxpayer Name	
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2. Expenses – Must have the employer complete and sign form T2200 Declaration of Conditions of Employment

Accounting & legal fees (commission employee only)		Rental of office equipment (commission employee only)	
Advertising & promotion (commission employee only)		Salary paid to a substitute or an assistant	
Office (business cards, faxes, paper, envelopes, etc.)		Telephone (cellular, long distance etc.)	
Office rent		Travel (airfare, hotels, transportation)	

1. Automobile Checklist

2. Home Office Checklist

For the expenses below, please provide the total expenses incurred (business and personal portion) inclusive of GST.

Model	
Year	
Date of purchase	
Purchase price (tax included)	

Sqft of entire home	
Sqft of room used for office	

Odometer at Dec 31, 2025	Km
Odometer at Dec 31, 2024, or date business started	Km
Kilometres driven for business*	Km

Heat/Gas	
Electricity	
Water	
Home internet	
Repair and maintenance	
Insurance (commission employee only)	
Property taxes (commission employee only)	
Rent	
Other:	
Other:	

Fuel (gasoline, propane, etc.)	
Repairs and maintenance	
Insurance	
Loan interest (for financed vehicles)	
Lease payments	
Parking (used for business only)	

*If you used more than one vehicle for business in 2025, please provide information for each vehicle. Please note that driving between work and home is considered personal use.

3. Labour Mobility Deduction for an Eligible Tradesperson Working in the Construction Industry

Transportation expenses (one round trip per eligible temporary relocation between the ordinary residence and the temporary lodging)	
Meal expenses for meals consumed during the round trip between the ordinary residence and the temporary lodging	
Temporary lodging expenses while the ordinary residence is maintained as the principal residence, that is not rented out	
Employment income earned as an eligible tradesperson in the year at the temporary work location	
Reimbursement, allowance, or any other form of assistance received or to be received	

4. Tradesperson's Tools Expenses

Total cost of eligible tools		Repayment under the Apprenticeship Incentive Grant program	
Income from employment as a tradesperson for the year		Amount received under the Apprenticeship Completion Grant	
Amount received under the Apprenticeship Incentive Grant program		Repayment under the Apprenticeship Completion Grant	