



STATEMENT OF PROFESSIONAL ACTIVITIES

For more information on how to complete this form, see the *Business and Professional Income* guide.

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Identification							Your name		Your social insurance number			
From:	Year	Month	Day	To:	Year	Month	Day	Was 2003 the last year of your professional business? Yes <input type="checkbox"/> No <input type="checkbox"/>				
Business name							Main product or service					
Business address							Industry code (see the appendix in the <i>Business and Professional Income</i> guide)					
City, province or territory					Postal code		Partnership filer identification number					
Name and address of person or firm preparing this form							Tax shelter identification number					
Business Number							Your percentage of the partnership				%	

Income			
Professional fees (includes work-in-progress)			a
Minus – Goods and services tax/harmonized sales tax (GST/HST) and provincial sales tax (if included in fees above)			
– Work-in-progress (WIP), end of the year (election to exclude WIP, see Chapter 2 of the guide)			
Total of the above two lines			b
		Subtotal (line a minus line b)	
Plus – Work-in-progress, start of the year (election to exclude WIP, see Chapter 2 of the guide)			
Adjusted professional fees (total of the above two lines)		8000	
Reserves deducted last year		8290	
Other income		8230	
Gross income (total of the above three lines) – Enter on line 164 of your income tax return		8299	c
Expenses (enter business part only)			
Advertising	8521		
Bad debts	8590		
Business tax, fees, licences, dues, memberships, and subscriptions	8760		
Delivery, freight, and express	9275		
Fuel costs (except for motor vehicles)	9224		
Insurance	8690		
Interest	8710		
Maintenance and repairs	8960		
Management and administration fees	8871		
Meals and entertainment (allowable part only)	8523		
Motor vehicle expenses (not including CCA) (see Chart A on page 4)	9281		
Office expenses	8810		
Supplies	8811		
Legal, accounting, and other professional fees	8860		
Property taxes	9180		
Rent	8910		
Salaries, wages, and benefits (including employer's contributions)	9060		
Travel	9200		
Telephone and utilities	9220		
Other expenses	9270		
	Subtotal		
Allowance on eligible capital property	9935		
Capital cost allowance (from Area A on page 3)	9936		
Total expenses (total of the above three lines)	9368		d
Net income (loss) before adjustments (line c minus line d)		9369	
Your share of line 9369 above			e
Minus – Other amounts deductible from your share of net partnership income (loss) (from the chart on page 2)		9943	f
Net income (loss) after adjustments (line e minus line f)			g
Minus – Business-use-of-home expenses (from the chart on page 2)		9945	h
Your net income (loss) (line g minus line h) (enter on line 137 of your income tax return)		9946	

Area A – Calculation of capital cost allowance claim

1 Class number	2 Undepreciated capital cost (UCC) at the start of the year	3 Cost of additions in the year (see Areas B and C below)	4 Proceeds of dispositions in the year (see Areas D and E below)	5 * UCC after additions and dispositions (col. 2 plus col. 3 minus col. 4)	6 Adjustment for current year additions (1/2 x (col. 3 minus col. 4)) If negative, enter "0"	7 Base amount for CCA (col. 5 minus col. 6)	8 Rate %	9 CCA for the year (col. 7 x col. 8 or an adjusted amount)	10 UCC at the end of the year (col. 5 minus col. 9)

Total CCA claim for the year (enter this amount, minus any personal part and any CCA for business-use-of-home expenses, on line 9936 on page 1**)

* If you have a negative amount in this column, add it to income as a recapture on line 8230, "Other income," on page 1. If no property is left in the class and there is a positive amount in the column, deduct the amount from income as a terminal loss on line 9270, "Other expenses," on page 1. Recapture and terminal loss do not apply to a Class 10.1 property. For more information, read Chapter 4 of the *Business and Professional Income* guide

** CCA for "Calculation of business-use-of-home expenses" read Chapter 4 – Special Situations

Area B – Details of equipment additions in the year

1 Class number	2 Property details	3 Total cost	4 Personal part (if applicable)	5 Business part (column 3 minus column 4)

Total equipment additions in the year 9925

Area C – Details of building additions in the year

1 Class number	2 Property details	3 Total cost	4 Personal part (if applicable)	5 Business part (column 3 minus column 4)

Total building additions in the year 9927

Area D – Details of equipment dispositions in the year

1 Class number	2 Property details	3 Proceeds of disposition (should not be more than the capital cost)	4 Personal part (if applicable)	5 Business part (column 3 minus column 4)

Note: If you disposed of property from your business in the year, see Chapter 4 in the *Business and Professional Income* guide for information about your proceeds of disposition.

Total equipment dispositions in the year 9926

Area E – Details of building dispositions in the year

1 Class number	2 Property details	3 Proceeds of disposition (should not be more than the capital cost)	4 Personal part (if applicable)	5 Business part (column 3 minus column 4)

Note: If you disposed of property from your business in the year, see Chapter 4 in the *Business and Professional Income* guide for information about your proceeds of disposition.

Total building dispositions in the year 9928

Area F – Details of land additions and dispositions in the year

Total cost of all land additions in the year	9923		
Total proceeds from all land dispositions in the year	9924		

Note: You cannot claim capital cost allowance on land.

Chart A – Motor Vehicle Expenses

Enter the kilometres you drove in the tax year to earn business income _____ 1

Enter the total kilometres you drove in the tax year _____ 2

Fuel and oil _____ 3

Interest (see Chart B below) _____ 4

Insurance _____ 5

Licence and registration _____ 6

Maintenance and repairs _____ 7

Leasing (see Chart C below) _____ 8

Other expenses (please specify) _____ 9

_____ 10

Total motor vehicle expenses: Add lines 3 to 10 _____ 11

Business-use part: $\left(\frac{\text{line 1}}{\text{line 2}} \right) \times \text{line 11} = \$$ _____ 12

Business Parking Fees _____ 13

Supplementary Business Insurance _____ 14

Add lines 12, 13, and 14 _____ 15

Allowable motor vehicle expenses: Enter the amount of line 15 on line 9281 on page 1 _____

Note: You can claim CCA on motor vehicles in Area A on page 3.

Chart B – Available interest expense for passenger vehicles

Total interest payable (accrual method) or paid (cash method) in the fiscal period _____ A

\$ _____ * \times the number of days in the fiscal period for which interest is payable (accrual method) or paid (cash method) _____ B

Available interest expense: amount A or B, whichever is less (enter this amount on line 4 of Chart A) \$ _____

* For passenger vehicles bought:
 • from September 1, 1989 to December 31, 1996, and from 2001 to 2003, use **\$10**
 • from 1997 to 2000, use **\$8.33**

Chart C – Eligible leasing costs for passenger vehicles

Total lease charges incurred in your 2003 fiscal period for the vehicle 1

Total lease payments deducted before your 2003 fiscal period for the vehicle 2

Total number of days the vehicle was leased in your 2003 and previous fiscal periods 3

Manufacturer's list price 4

The amount on line 4 or (\$35,294 * + GST and PST, or HST on \$35,294), whichever is more

\$ _____ \times 85 % = 5

$\frac{[(\$800 * + \text{GST and PST, or HST on } \$800) \times \text{line 3}]}{30} \blacktriangleright$ _____ – line 2: _____ = 6

$\frac{[(\$30,000 * + \text{GST and PST, or HST on } \$30,000) \times \text{line 1}]}{\text{line 5}}$ = 7

Eligible leasing cost: line 6 or 7, whichever is less \$ _____

(Enter this amount on line 8 of Chart A above)

* If you entered into a lease agreement before January 1, 2001, make the following changes to the chart:

	After 1990 and before 1997	1997	1998 and 1999	2000
• line 5, replace \$35,294 with:	\$28,235	\$29,412	\$30,588	\$31,765
• line 6, replace \$800 with:	650	550	650	700
• line 7, replace \$30,000 with:	24,000	25,000	26,000	27,000