





Salaries, wages, benefits \_\_\_\_\_  
Subcontract fees (i.e. agent, accompanist, copyist) \_\_\_\_\_  
Subscriptions to industry periodicals \_\_\_\_\_  
Supplies (provide breakdown) \_\_\_\_\_  
\_\_\_\_\_

Telephone - business portion only \_\_\_\_\_  
Training courses - board, lodging, tuition (provide breakdown) \_\_\_\_\_  
Travel (not including auto expenses) \_\_\_\_\_  
Union dues - not shown on T4 or T4A \_\_\_\_\_  
Utilities - not included in Business Use of Home \_\_\_\_\_  
Website hosting and domain name registration \_\_\_\_\_

Medical premiums for private health plans (including Blue Cross, but not public plans such as MSP) \_\_\_\_\_  
\_\_\_\_\_

Other expenses (provide breakdown) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Business Use of Home**

Total square footage of home \_\_\_\_\_  
Square footage of areas used for business purposes \_\_\_\_\_  
**OR:**  
Total rooms in home \_\_\_\_\_  
Number of rooms used for business purposes \_\_\_\_\_

Did you use the business area of the home exclusively for business purposes?  
 Yes       No

If an area was used partly for business and partly for personal purposes, please indicate that area's square footage and the percentage of time it was used for personal purposes.  
\_\_\_\_\_

Mortgage interest (obtain statement from lender)	_____
Rent	_____
Insurance	_____
Home maintenance and repairs	_____
Electricity	_____
Heat	_____
Water	_____
Security System	_____
Other utilities	_____
Property taxes	_____
Strata fees	_____
Other expenses	_____

Write down the total amounts for the home, even if you did not personally pay all of the expenses.

<b>Automobile</b>
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Canada Revenue Agency indicates that a logbook is required to document business mileage. CRA may accept another reasonable method of documenting business mileage, such as a date book indicating engagements.

Total kilometers the vehicle was driven in 2009	_____
Business kilometers driven in 2009	_____

Did you acquire a new vehicle?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Cost of new vehicle	_____	
Make and model	_____	
Trade-in or selling price of old vehicle	_____	

Insurance	_____
Maintenance, repairs, car washes	_____
License fees	_____
Gas and oil	_____
Loan interest	_____
Lease charges	_____
Auto club membership	_____
Parking	_____

Write down the total amounts for the vehicle, even if you did not personally pay all of the expenses.

<b>Asset Purchases and Disposals in 2009</b>
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Asset purchases and disposals include items such as stereo or audio equipment, CD recordings, music books, sheet music, office/studio furniture, musical instruments, and computer hardware or software. If you are a GST/HST Registrant please indicate GST/HST paid out separately.

	<b>Purchases</b>	<b>Disposals</b>
Office or studio furniture	_____	_____
Cost or proceeds	_____	_____
Musical instruments	_____	_____
Cost or proceeds	_____	_____
Computer hardware	_____	_____
Cost or proceeds	_____	_____
Computer software	_____	_____
Cost or proceeds	_____	_____
Other assets (specify)	_____	_____
Cost or proceeds	_____	_____
Other assets (specify)	_____	_____
Cost or proceeds	_____	_____

<b>Anything Else?</b>
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Please list any other items related to your music business here:

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