KIEL & COMPANY
CHARTERED ACCOUNTANT

Business Income / Expenses Worksheet

Client Name:
Taxation Year:

Preparation of worksheet for discussion only

		NET	GST	TOTAL
INCOME				
8000 Sales/Commissions		$1.00	$2.00	$3.00
8299 Other Income		$1.00	$2.00	$3.00
GROSS INCOME	**Sub-total**	$2.00	$4.00	$6.00
Less: COGS				
8300 Beginning inventory		$1.00	$2.00	$3.00
8320 Purchases		$1.00	$2.00	$3.00
8360 Wages		$1.00	$2.00	$3.00
8340 Subcontract		$1.00	$2.00	$3.00
8450 Other		$1.00	$2.00	$3.00
8500 Ending Inventory		$1.00	$2.00	$3.00
	Sub-total	$6.00	$12.00	$18.00
Less: Expenses				
8521 Advertising		$1.00	$2.00	$3.00
8590 Bad Debts		$1.00	$2.00	$3.00
8769 Business taxes, fees, dues, memberships		$1.00	$2.00	$3.00
9275 Delivery, freight, courier		$1.00	$2.00	$3.00
9224 Fuel (excluding vehicle)		$1.00	$2.00	$3.00
8690 Insurance		$1.00	$2.00	$3.00
8960 Maintenance		$1.00	$2.00	$3.00
8871 Management/admin		$1.00	$2.00	$3.00
8523 Meals & entertainment		$1.00	$2.00	$3.00
9281 Motor vehicle expenses (see worksheet)		$1.00	$2.00	$3.00
8810 Office expenses		$1.00	$2.00	$3.00
8811 Supplies		$1.00	$2.00	$3.00
8860 Legal, accounting & professional fees		$1.00	$2.00	$3.00
9180 Property taxes - if you rent or own the building		$1.00	$2.00	$3.00
8910 Rent		$1.00	$2.00	$3.00
9060 Salaries/wages		$1.00	$2.00	$3.00
9200 Travel		$1.00	$2.00	$3.00
9220 Telephone, Cell, Pager, Internet etc.		$1.00	$2.00	$3.00
9220 Utilites - if you rent or own the building		$1.00	$2.00	$3.00
9270 Other expenses (pls provide separate page)		$1.00	$2.00	$3.00
9945 Office in Home expenses (see worksheet)		$1.00	$2.00	$3.00
	Total Expenses	$21.00	$42.00	$63.00
INCOME BEFORE ADJUSTMENTS		0		

Notes:

1. COGS - Cost of Goods Sold
2. Did you purchase any equipment, furniture, computer etc this year? If so, please list equipment and cost.
3. Please provide us with your business number.
4. Please provide us with ownership details ie partneship, % ownership etc.
5. Separate the GST from your expenses, if you are registered.

[redacted]