

STATEMENT OF BUSINESS ACTIVITIES

Business Income

Sales, commissions, or fees _____
 Other income (CEWS, CERS, forgivable portion of CEBA/CECRA) _____
 Total _____

Cost of Goods Sold

Purchases during the year (net of returns, allowances, and discounts) _____
 Subcontracts _____
 Direct wage costs _____
 Other costs _____
 Total _____

Business Expenses

Advertising _____
 Meals and entertainment – Incurred _____
 Bad debts _____
 Insurance _____
 Interest _____
 Business tax, fees, licences, dues, memberships, and subscriptions _____
 Office expenses _____
 Supplies _____
 Legal, accounting, and other professional fees _____
 Management and administration fees _____
 Rent _____
 Maintenance and repairs _____
 Salaries – Salaries (including employer's contributions) _____
 Salaries – Commissions paid _____
 Property taxes _____
 Travelling expense – Move _____
 Travelling expense – Convention _____
 Telephone and utilities – Light, heat, water _____
 Telephone and utilities – Telephone and utilities _____
 Fuel costs (except for motor vehicles) _____
 Delivery, freight, and express _____
 Other expenses _____

 Total Expenses _____
 LESS: AUTO EXPENSES (see separate form) _____
 LESS: BUSINESS USE OF HOME (see separate form) _____
 NET INCOME _____

