

Part 1 – Business income

If you have business income, tick this box and complete this part. **Do not complete parts 1 and 2 on the same form.**

Gross sales, commissions, or fees (including GST/HST collected or collectible)		A
Minus any GST/HST, provincial sales tax, returns, allowances, discounts, and GST/HST adjustments (included on line A above)		(i)
Subtotal (amount A minus amount (i))		B
For those using the quick method – Government assistance calculated as follows:		
GST/HST collected or collectible on sales, commissions and fees eligible for the quick method		(ii)
GST/HST remitted, calculated on (sales, commissions, and fees eligible for the quick method plus GST/HST collected or collectible) multiplied by the applicable quick method remittance rate		(iii)
Subtotal (amount (ii) minus amount (iii))		(iv)
Adjusted gross sales (amount B plus amount (iv)) – Enter this amount on line 8000 in Part 3 below		C

Part 2 – Professional income

If you have professional income, tick this box and complete this part. **Do not complete parts 1 and 2 on the same form.**

Gross professional fees including work-in-progress (WIP) (including GST/HST collected or collectible)		D
Minus any GST/HST, provincial sales tax, returns, allowances, discounts, and GST/HST adjustments (included on line D above) and any WIP at the end of the year you elected to exclude (see Chapter 2 of Guide T4002)		(i)
Subtotal (amount D minus amount (i))		E
For those using the quick method – Government assistance calculated as follows:		
GST/HST collected or collectible on professional fees eligible for the quick method		(ii)
GST/HST remitted, calculated on (professional fees eligible for the quick method plus GST/HST collected or collectible) multiplied by the applicable quick method remittance rate		(iii)
Subtotal (amount (ii) minus amount (iii))		(iv)
Work-in-progress (WIP), start of the year, per election to exclude WIP (see Chapter 2 of Guide T4002)		(v)
Adjusted professional fees (Amount E plus amounts (iv) and (v)) – Enter this amount on line 8000 in Part 3 below		F

Part 3 – Gross business or professional income

Adjusted gross sales (from amount C in Part 1) or adjusted professional fees (from amount F in Part 2)	8000	G
Plus		
Reserves deducted last year	8290	
Other income	8230	
Total of the above two lines		H
Gross business or professional income (amount G plus amount H)	8299	

Enter this amount on the appropriate line of your income tax and benefit return: business on line 162, professional on line 164, or commission on line 166.

If GST/HST has been remitted or an input tax credit has been claimed, do not include GST/HST when you calculate the cost of goods sold, expenses, or net income (loss) in parts 4 to 6.

Part 4 – Cost of goods sold and gross profit

If you have business income, complete this part. Enter only the business part of the costs.

Gross business income from line 8299 in Part 3 above		I
Opening inventory (include raw materials, goods in process, and finished goods)	8300	
Purchases during the year (net of returns, allowances, and discounts)	8320	
Direct wage costs	8340	
Subcontracts	8360	
Other costs	8450	
Total of the above five lines		
Minus		
Closing inventory (include raw materials, goods in process, and finished goods)	8500	
Cost of goods sold	8518	J
Gross profit (amount I minus amount J)	8519	

Part 5 – Net income (loss) before adjustments

Gross profit from line 8519 in Part 4 on page 2, or gross income from line 8299 in Part 3 on page 2 K

Expenses (enter only the business part)

Advertising	8521	
Meals and entertainment (allowable part only)	8523	
Bad debts	8590	
Insurance	8690	
Interest	8710	
Business tax, fees, licences, dues, memberships, and subscriptions	8760	
Office expenses	8810	
Supplies	8811	
Legal, accounting, and other professional fees	8860	
Management and administration fees	8871	
Rent	8910	
Maintenance and repairs	8960	
Salaries, wages, and benefits (including employer's contributions)	9060	
Property taxes	9180	
Travel (including transportation fees, accommodations, and allowable part of meals)	9200	
Telephone and utilities	9220	
Fuel costs (except for motor vehicles)	9224	
Delivery, freight, and express	9275	
Motor vehicle expenses (not including CCA) (see Chart A on page 6)	9281	
Allowance on eligible capital property	9935	
Capital cost allowance (CCA) (from Area A on page 5)	9936	
Other expenses (specify):	9270	
Total business expenses (total of lines 8521 to 9270)	9368	

Net income (loss) before adjustments (amount K minus amount L) **9369** L

Part 6 – Your net income (loss)

Your share of the amount on line 9369 in Part 5 or the amount from your T5013 slip		M
Plus: GST/HST rebate for partners received in the year (see Chapter 3 of Guide T4002)	9974	N
Total (amount M plus amount N)		
Minus: Other amounts deductible from your share of the net partnership income (loss) (from the chart in Part 7 below)	9943	P
Net income (loss) after adjustments (amount O minus amount P)		Q
Minus: Business-use-of-home expenses (your share of amount 3 in part 8)	9945	R
Your net income (loss) (amount Q minus amount R)	9946	

Enter this amount on the appropriate line of your income tax and benefit return: business on line 135, professional on line 137, or commission on line 139.

Part 7 – Other amounts deductible from your share of the net partnership income (loss)

Claim expenses you incurred that were not included in the partnership statement of income and expenses, and for which the partnership did not reimburse you.

Other amounts deductible from your share of the partnership (total of the above amounts)	
Enter this amount on line 9943, in Part 6 above	

Part 8 – Calculation of business-use-of-home expenses

Heat		
Electricity		
Insurance		
Maintenance		
Mortgage interest		
Property taxes		
Other expenses (specify):		
Subtotal		
Minus: Personal-use part		
Subtotal		
Plus: Capital cost allowance (business part only)		
Amount carried forward from previous year		
Subtotal		1
Minus: Net income (loss) after adjustments (from amount Q in Part 6 on page 3 – if negative, enter "0") ..		2
Business-use-of-home expenses available to carry forward (amount 1 minus amount 2 – if negative, enter "0")		
Allowable claim (the lesser of amounts 1 and 2 – Enter your share of this amount on line 9945 in Part 6)		3

Details of other partners

Name and address	Share of net income or (loss) \$	Percentage of partnership %
.....		
.....		
.....		
.....		

Details of equity

Total business liabilities	9931	
Drawings in 2014	9932	
Capital contributions in 2014	9933	

Area A – Calculation of capital cost allowance (CCA) 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 $1/2 \times (\text{col. 3 minus}$ 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 in Part 5 on page 3**)

* If you have a negative amount in this column, add it to income as a recapture on line 8230, "Other income," in Part 3 on page 2. 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," in Part 5 on page 3. Recapture and terminal loss do not apply to a class 10.1 property. For more information, see Chapter 4 of Guide T4002.

** For information on CCA for "Calculation of business-use-of-home expenses" on page 4, see "Special situations" in Chapter 4 of Guide T4002.

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 of Guide T4002, 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 a building from your business in the year, see Chapter 4 of Guide T4002, 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

Kilometres you drove in the fiscal period to earn business income	_____	1
Total kilometres you drove in the fiscal period	_____	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 (specify): _____	_____	9
	_____	10
Total motor vehicle expenses (total of amounts 3 to 10)	_____	11

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

Business parking fees	_____	13
Supplementary business insurance	_____	14

Allowable motor vehicle expenses (add amounts 12, 13, and 14) – Enter this amount on line 9281 in Part 5 on page 3

Note: You can claim CCA on motor vehicles in Area A on page 5.

Chart B – Available interest expense for passenger vehicles

Total interest payable (accrual method) or paid (cash method) in the fiscal period	_____	A
$\$10^* \times \text{the number of days in the fiscal period for which interest was payable (accrual method) or paid (cash method)}$	_____	B
Available interest expense (amount A or B, whichever is less) – Enter this amount on amount 4 of Chart A above	_____	

* For passenger vehicles bought after 2000.

Chart C – Eligible leasing costs for passenger vehicles

Total lease charges incurred in your 2014 fiscal period for the vehicle	_____	1
Total lease payments deducted before your 2014 fiscal period for the vehicle	_____	2
Total number of days the vehicle was leased in your 2014 and previous fiscal periods	_____	3
Manufacturer's list price	_____	4
Amount 4 or $(\$35,294 + \text{GST}^{**} \text{ and PST, or HST}^{**} \text{ on } \$35,294)$, whichever is more $\times 85\%$ =	_____	5
$\frac{[(\$800 + \text{GST}^{**} \text{ and PST, or HST}^{**} \text{ on } \$800) \times \text{amount 3}]}{30} - \text{amount 2: _____}$	_____	6
$\frac{[(\$30,000 + \text{GST}^{**} \text{ and PST, or HST}^{**} \text{ on } \$30,000) \times \text{amount 1}]}{\text{amount 5}}$	_____	7
Eligible leasing cost (amount 6 or amount 7, whichever is less) – Enter this amount on amount 8 of Chart A above	_____	

** Use a GST rate of 5% or the HST rate applicable to your province.

See the privacy notice on your return



Reconciliation of 2014 Business Income for Tax Purposes

- Use this form **only** if your first fiscal period ending in 2014 does **not** end on December 31, 2014.
- For more information and **instructions** on completing this form, see Guide RC4015, *Reconciliation of Business Income for Tax Purposes*.
- If you are completing Part 2 of this form for the first time, tick the appropriate box in Part 3 – Election, and sign and date your election.

Identification	
Social insurance number	Account number (15 characters)

Part 1 – Changing to a December 31 fiscal period end				
	Business 1		Business 2	
Net income (loss) for your first fiscal period ending in 2014 (if applicable)		A		A
Net income (loss) for the period ending December 31, 2014		B		B
Subtotal (line A plus line B)		C		C
Last year's additional business income (if changing this year)		D		D
Net income (loss) for each business (line C minus line D) – Report this amount on the appropriate line of your income tax return		E		E

Part 2 – Electing to have a fiscal period that does not end on December 31 (alternative method)				
	Business 1		Business 2	
Net income (loss) for your fiscal period(s) ending in 2014		F		F
Additional business income		G		G
Subtotal (line F plus line G)		H		H
Last year's additional business income		I		I
Net income (loss) for each business (line H minus line I) – Report this amount on the appropriate line of your income tax return		J		J

Part 3 – Election		
Indicate your choice by ticking the box that applies to you:		
<input type="checkbox"/>	I choose to have a fiscal period that does not end on December 31 for all businesses listed in Part 2.	
<input type="checkbox"/>	I choose to revoke my previously filed election to have a fiscal period that does not end on December 31, and change to a December 31 fiscal period end (attach a note to list the business(es) you want to change).	
_____	_____	_____
Name (print)	Signature	Date

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

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

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)
Total equipment dispositions in the year				9926

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)
Total building dispositions in the year				9928