

2022 EMPLOYMENT EXPENSE SCHEDULE
COMMISSIONED SALESPERSONS AND SALARIED EMPLOYEES

Name: _____

NOTE: A FULLY COMPLETED CRA FORM T2200 OR T2200S IS REQUIRED IF YOU ARE CLAIMING DETAILED EMPLOYMENT EXPENSES.

THE T2200 or T2200S MUST BE SIGNED BY YOUR EMPLOYER. NO FORM IS REQUIRED IF YOU ARE CLAIMING THE \$2 PER DAY FLAT RATE

EXPENSES (Other than automobile)

Accounting and legal	<input type="text"/>
Advertising	<input type="text"/>
Meals and entertainment	<input type="text"/>
Lodging	<input type="text"/>
Parking	<input type="text"/>
Supplies (postage, stationery)	<input type="text"/>
Tradesperson's tools	<input type="text"/>
Apprentice mechanic's tools	<input type="text"/>
Musical instrument expenses	<input type="text"/>
Artist's employment expenses	<input type="text"/>
Other: _____	<input type="text"/>
Other: _____	<input type="text"/>
Equipment rentals or leases *	<input type="text"/>

BUSINESS USE OF HOME

Total house area (sq. ft.)	<input type="text"/>
Area for business (sq. ft.)	<input type="text"/>
Days worked from home **	<input type="text"/>
Electricity, heat, water and home internet access fees	<input type="text"/>
Maintenance	<input type="text"/>
Home insurance *	<input type="text"/>
Property taxes *	<input type="text"/>
Rent	<input type="text"/>
Condo fees	<input type="text"/>
Other _____	<input type="text"/>
Other _____	<input type="text"/>

* commissioned salespersons only

** Days worked from home is the number of days you worked from home in 2022 due to COVID-19.
 For more information see the CRA's FAQ.

Other includes a separate business telephone line, business long distance calls, the identifiable business portion of cell phone and home internet plans and business travel costs other than vehicle expenses and lodging.

Equipment rentals or leases includes leasing costs of a commissioned salesperson for computer equipment, cell phones and fax machines.

Employer's GST/HST # _____

Only expenses identified by your employer on the T2200 form mentioned above will be allowed as deductions on your tax return.

It is your responsibility to retain all documents used to complete this schedule.