

## Required Information for Self-Employed Persons

Name: \_\_\_\_\_

<b>Fees</b> (please ensure that this amount reflects your bank deposits)	\$ _____
Advertising (newspaper ads, etc.)	\$ _____
Meals and entertainment (including liquor - SAQ)	\$ _____
Gifts to clients (other than liquor - SAQ)	\$ _____
Insurance - liability	\$ _____
Insurance - overhead costs	\$ _____
Insurance - prescription drugs and medical health plan <b>(please provide receipts)</b> <i>(Do not include premiums for life or disability insurance)</i>	\$ _____
Interest on line of credit and bank charges	\$ _____
Interest on professional loans (not including interest on student loans)	\$ _____
Dues and memberships - required contributions <b>(please provide receipts)</b>	\$ _____
Other dues and memberships <b>(please provide receipts)</b>	\$ _____
Office expenses (stationery, etc.)	\$ _____
Reference books	\$ _____
Professional fees (accounting, legal)	\$ _____
Rent (other than home office)	\$ _____
Maintenance and repair of rental facility (other than home office)	\$ _____
Salaries, including employer contributions	\$ _____
Travel expenses (out-of-town travel: transportation, hotel, etc.)	\$ _____
Convention (registration fees)	\$ _____
Meals during convention	\$ _____
Travel expenses for convention	\$ _____
Telecommunications (cell phones, pagers, business long-distance charges)	\$ _____

# Required Information for Self-Employed Persons (cont'd)

2022

Internet		\$ _____
Fees for sub-contractors		\$ _____
Dry cleaning and uniforms		\$ _____
Supplies		\$ _____
Maintenance and repairs of equipment		\$ _____
Examination fees		\$ _____
Continuing education (registration fees)		\$ _____
Meals during continuing education		\$ _____
Travel expenses for continuing education		\$ _____
Other expenses _____		\$ _____
Other expenses _____		\$ _____
Other expenses _____		\$ _____
Leasing contracts _____ (to provide)		\$ _____

Purchase (please provide invoices)	Date of purchase	
Equipment _____ _____	_____ _____	\$ _____ _____
Computer _____ _____	_____ _____	\$ _____ _____
Software _____ _____	_____ _____	\$ _____ _____

