



Reliable AOC

Accounting & Tax Services for All!

11 Steinway Blvd Unit-12b, Etobicoke, ON M9W 6S9 | Tel: (416) 675-1458 | Email: info@reliableaoc.com

Self-Employee, Uber/Lyft Driver or Professional checklist

Business Name: _____

Business Number: _____

Type of Business: _____

Percentage of your Partnership: _____ (if you have partnership with others)

If you have Partners, Partner name: _____ SIN: _____

Details	\$
Gross Income	
Purchases	
Subcontracts	
Advertising	
Meals and Entertainment	
Insurance	
Interest and Bank Charges	
Business Taxes, Licenses, and Memberships	
Office Expenses	
Office Supplies	
Professional Fees (Includes Legal and Accounting Fees)	
Management and Administration Fees	
Rent	
Repairs and Maintenance	
Salary and Wages	
Property Taxes	
Travel Expenses	
Utilities	
Delivery, Freight, and Express	
Other Expenses	



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If you use your Car for business, We need the following information:

Make of your car: _____

Model: _____

Year of Car: _____

Date you purchased your car: _____

Purchase price of your car: \$ _____

Date you sold of your car _____ (if you have sold)

Total number of KM you drove during the year: _____

Number of KM you used for Business: _____

If you have leased your car, We need the following information:

Start date of lease: _____

End (termination) date of lease: _____

Vehicle Expense	\$
Fuel	
Interest	
Insurance	
License and Registration Fees	
Maintenance and Repairs	
Leasing Costs	
Other Expenses	



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If you used your house for business, we need the following information:

Total size of house in square feet: _____

Number of square feet used for business: _____

Business-use-of-home Expenses	\$
Heat	
Electricity	
Insurance	
Maintenance	
Mortgage Interest	
Property Taxes	
Other Expenses	