



*Self-Employed Commission Income & Expense Continued*

**Home Office Expense: Report annual Total. We will prorate according to Square Footage.**

Square footage used by Business \_\_\_\_\_  
Total Square Footage of Home \_\_\_\_\_

Heat \_\_\_\_\_  
Electricity \_\_\_\_\_  
Insurance \_\_\_\_\_  
Maintenance & Repairs \_\_\_\_\_  
Mortgage Interest \_\_\_\_\_  
Property Taxes \_\_\_\_\_  
Telephone Extras Only (ie: Call Waiting, Call Display etc.) \_\_\_\_\_

**Total Home Office Expenses (to be Pro-rated).** \_\_\_\_\_

If you are registered for GST, **do not** include the GST paid on your expenses.  
**Do not** prorate home office or motor vehicle expenses: report total amount spent in the year.

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