



Statement of Business or Professional Activities

- For each business or profession, complete a **separate** Form T2125.
- File each completed Form T2125 with your *Income Tax and Benefit Return*.
- For more information on how to complete this form, see Guide T4002, *Business and Professional Income*.

Identification			
Your name			Your social insurance number
Business name			Account number (15 characters)
Business address			City, province or territory Postal code
Fiscal period	Year	Month	Day
From:			
To:	Year	Month	Day
Main product or service			Was 2011 your last year of business? Yes <input type="checkbox"/> No <input type="checkbox"/>
Tax shelter identification number			Industry code (see the appendix in Guide T4002, <i>Business and Professional Income</i>)
Partnership business number (9 digits)		Your percentage of the partnership %	
Name and address of person or firm preparing this form			

Part 1 – Business income

2. 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 PST, GST/HST, returns, allowances, discounts included in sales, and GST/HST adjustments	_____	(i)
Subtotal (line A minus line (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)
For each applicable remittance rate, include (sales, commissions and fees eligible for the Quick Method plus GST/HST collected or collectible) multiplied by Quick Method remittance rate	_____	(iii)
Subtotal (line (ii) minus line (iii))	_____	(iv)
Adjusted gross sales (line B plus line (iv)) (enter this amount on line 8000 in Part 3 below)	_____	C

Part 2 – Professional income

3. 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) and GST/HST collected or collectible	_____	D
Minus PST, GST/HST included in the fees, GST/HST adjustments and WIP at the end of the year if you elect to exclude it (see Chapter 2 of the guide)	_____	(i)
Subtotal (line D minus line (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)
For each applicable remittance rate, include (professional fees eligible for the Quick Method plus GST/HST collected or collectible) multiplied by Quick Method remittance rate	_____	(iii)
Subtotal (line (ii) minus line (iii))	_____	(iv)
Work-in-progress (WIP), start of the year, per election to exclude WIP (see Chapter 2 of the guide)	_____	(v)
Adjusted professional fees (line E plus lines (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 line C in Part 1) or adjusted professional fees (from line 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 (line G plus line 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 in the calculation of 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 on page 1					
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			
Gross profit (line I minus line J)				8519	

Part 5 – Net income (loss) before adjustments

Gross profit from line 8519 in Part 4 above, or gross income from line 8299 in Part 3 on page 1

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 5)	9281				
Allowance on eligible capital property	9935				
Capital cost allowance (CCA) (from Area A on page 4)	9936				
Other expenses (specify)	9270				
	9368				
	Total business expenses				
Net income (loss) before adjustments (line K minus line L)				9369	

Part 6 – Your net income (loss)

Your share of the amount on line 9369 in Part 5 or the amount from slip T5013 or T5013A					M
Plus: GST/HST rebate for partners received in the year (see Chapter 3)	9974				N
					Total (line M plus line N)
Minus: Other amounts deductible from your share of net partnership income (loss) (from the chart on page 3)				9943	P
Net income (loss) after adjustments (line O minus line P)					Q
Minus: Business-use-of-home expenses (your share of line 3 from the chart on page 3)				9945	R
Your net income (loss) (line Q minus line 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.

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 $1/2 \times (\text{col. 3} - \text{col. 4})$. 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 2**) 9921

* 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 1. 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 2. Recapture and terminal loss do not apply to a class 10.1 property. For more information, see Chapter 4 of Guide T4002, *Business and Professional Income*.

** For information on CCA for "Calculation of business-use-of-home expenses" on page 3, see "Special Situations" in Chapter 4 of Guide T4002, *Business and Professional Income*.

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, *Business and Professional Income*, 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 property from your business in the year, see Chapter 4 of Guide T4002, *Business and Professional Income*, 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

Enter the kilometres you drove in the tax year to earn business income	_____	1
Enter the total kilometres you drove in the tax year	_____	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 (add lines 3 to 10)	_____	11

Business use part: $\left(\begin{array}{l} \text{line 1:} \\ \text{line 2:} \end{array} \right) \times \text{line 11:}$ _____	=	_____	12
Business parking fees		_____	13
Supplementary business insurance		_____	14
Allowable motor vehicle expenses (add lines 12, 13, and 14) (enter this amount on line 9281 in Part 5 on page 2)		_____	

Note: You can claim CCA on motor vehicles in Area A on page 4.

Chart B – Available interest expense for passenger vehicles

Total interest payable (accrual method) or paid (cash method) in the fiscal period	_____	A
$\$10^* \times$ 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 line 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 2011 fiscal period for the vehicle	_____	1
Total lease payments deducted before your 2011 fiscal period for the vehicle	_____	2
Total number of days the vehicle was leased in your 2011 and previous fiscal periods	_____	3
Manufacturer's list price	_____	4
The amount on line 4 or (\$35,294 + GST* and PST, or HST* on \$35,294), whichever is more	_____ \times 85%	5
$\frac{[(\$800 + \text{GST}^* \text{ and PST, or HST}^* \text{ on } \$800) \times \text{line 3}]}{30}$	_____ - line 2: _____	6
$\frac{[(\$30,000 + \text{GST}^* \text{ and PST, or HST}^* \text{ on } \$30,000) \times \text{line 1}]}{\text{line 5}}$	_____	7
Eligible leasing cost (line 6 or 7, whichever is less) (enter this amount on line 8 of Chart A above)	_____	

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