

## T2125 – Statement of Business or Professional Activities (Client Intake)

### A. Business Information

Business name	
Owner name	
SIN	
Business address	
Business number (if any)	
Fiscal year-end	
Main business activity	
Industry type	
Accounting method (cash / accrual)	

### B. Business Income

Gross sales / fees	
Other income	
Total gross income	

### C. Cost of Goods Sold (if applicable)

Opening inventory	
Purchases during the year	
Direct costs	
Closing inventory	
Cost of goods sold	

### D. Business Expenses

Advertising	
Business taxes & licenses	
Office expenses	
Professional fees	
Management & admin fees	
Meals & entertainment (50%)	
Motor vehicle expenses	
Insurance	
Interest & bank charges	
Telephone & internet	
Travel	
Utilities	
Repairs & maintenance	
Rent	
Salaries & subcontractors	

Email: [services@bepc.ca](mailto:services@bepc.ca)

Phone: 250-589-7775

Other expenses	
Total expenses	

**E. Vehicle Information (if applicable)**

Vehicle make / model / year	
Date purchased	
Total km driven	
Business km	
Business-use %	

**F. Home Office (if applicable)**

Total home size (sq ft)	
Workspace size (sq ft)	
Business-use %	
Eligible expenses	

**G. Capital Assets / CCA**

Asset description	
Date acquired	
Cost	
CCA class	