

APPENDIX C - 2024 SELF-EMPLOYED MOTOR VEHICLE AND HOME OFFICE WORKSHEET

Complete this worksheet if you were self-employed in 2024
and used your vehicle for business purposes and/or worked from home.

MOTOR VEHICLE			HOME OFFICE		
Make of vehicle:			Same business use percentage as prior year?		Yes No
Total kilometers travelled in 2024	(E)		Total square footage of home	(J)	
Portion related to business travel ¹	(F)		Portion related to home office	(K)	
Business Use Percentage	(F/E)=G		Business Use Percentage	(K/J)=L	
EXPENSES²			EXPENSES²		
Fuel and oil		\$	Heat		\$
Interest on financing		\$	Electricity		\$
Vehicle insurance		\$	Insurance		\$
License and registration		\$	Maintenance and repairs		\$
Maintenance and repairs		\$	Mortgage interest ³		\$
Leasing costs ^{4,18}		\$	Property tax		\$
Capital cost allowance ^{17,5}		\$	Rent		\$
Other: _____		\$	Other: _____		\$
			Home internet access fees		\$
Total Expenses	(H)	\$	Total Expenses	(M)	\$
Business Use Percentage	(G)		Business Use Percentage	(L)	
Business Portion	(H x G)=I	\$	Business Portion	(M x L)=N	\$

¹ A record of automobile business kilometers traveled would be required to satisfy any CRA queries regarding personal vs business use of a vehicle.

² Expenses should include GST/HST if you use the quick method of accounting for HST. Otherwise, expenses should be listed excluding the GST/HST. If you are registered for the regular method and would like our assistance preparing your GST/HST return, please include a summary of GST/HST paid for the purposes of claiming Input Tax Credits.

³ Only the interest portion of the mortgage payments are deductible. It is therefore necessary to exclude the principal portion.

⁴ This amount can be computed by Hendry Warren on your behalf.

⁵ The restriction on capital cost allowance claims for passenger vehicles acquired in 2024 is \$37,000 plus applicable taxes (or \$61,000 for Zero-Emission Vehicles). The maximum deductible monthly lease cost is \$1,050 plus applicable taxes. Taxes should be net of any GST/HST Input Tax Credits claimed