

Statement of Business Activity

Legal Name	Main Product or Service	HST Number
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Revenue	Amount <u>Excluding HST</u>
Sales / gross revenue	<input style="width: 100%;" type="text"/>
Interest / investment income	<input style="width: 100%;" type="text"/>
Other revenues	<input style="width: 100%;" type="text"/>

Cost of Goods Sold	
Opening inventory	<input style="width: 100%;" type="text"/>
Purchases during the year	<input style="width: 100%;" type="text"/>
Subcontracts	<input style="width: 100%;" type="text"/>
Direct wage costs	<input style="width: 100%;" type="text"/>
Other costs	<input style="width: 100%;" type="text"/>
Closing inventory	<input style="width: 100%;" type="text"/>

Business Expenses		
Advertising		<input style="width: 100%;" type="text"/>
Bad debts		<input style="width: 100%;" type="text"/>
Business tax, fees, licenses, dues		<input style="width: 100%;" type="text"/>
Delivery, freight, and express		<input style="width: 100%;" type="text"/>
Fuel costs (except for motor vehicles)		<input style="width: 100%;" type="text"/>
Insurance		<input style="width: 100%;" type="text"/>
Interest		<input style="width: 100%;" type="text"/>
Maintenance and repairs		<input style="width: 100%;" type="text"/>
Management and administration fees		<input style="width: 100%;" type="text"/>
Meals and entertainment	<input style="width: 100px;" type="text"/> x 50%	<input style="width: 100%;" type="text"/>
Office expenses		<input style="width: 100%;" type="text"/>
Supplies		<input style="width: 100%;" type="text"/>
Legal and accounting		<input style="width: 100%;" type="text"/>
Rent and Occupancy		<input style="width: 100%;" type="text"/>
Salaries, wages, and benefits		<input style="width: 100%;" type="text"/>
Travel		<input style="width: 100%;" type="text"/>
Telephone and utilities		<input style="width: 100%;" type="text"/>
Other: _____		<input style="width: 100%;" type="text"/>
Other: _____		<input style="width: 100%;" type="text"/>

Operational Profit	
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Client Signature	Date
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