



MUSICIAN'S BUSINESS EXPENSES - Guidelines

1. Name of your business & start date
2. Total income for the calendar year, T4A's & Freelance & Royalty income
3. Amounts paid to a subcontractor or employees & deductions
4. Advertising & publicity costs – portfolio, radio, newspaper, flyers, website
5. Business license, Musician's Union fees, dues, Chamber of Commerce
6. Delivery & courier fees
7. Concert Clothing costs, alterations & dry cleaning fees
8. Hairstyling & Cosmetics for performers
9. Insurance - fire, theft, liability
10. Interest on money borrowed to run your business (get a bank statement)
11. Bank charges on your business account
12. Maintenance & Repairs, Leases & Rental of equipment
13. Management and Administration fees paid
14. Meals and entertainment (write invitee's name on receipt)
15. Office expenses (i.e. postage, business cards, stationery & other supplies)
16. Accounting, legal, collection and consulting expenses
17. Purchases of any supplies over \$ 500 each such as musical instruments, computers, printers, office furniture, software, etc.
18. Travel expenses such as taxi, trains, airlines, car rental, buses and hotels
19. Business Telephones, cellular phones, pagers, Internet
20. Convention or Course expenses
21. Premiums paid for private health plan coverage, not BC Medical
22. Music lessons & professional development costs for yourself
23. Staff meals that you paid for, Christmas Party, etc.
24. Rent for your Music Studio or outside the home Office
25. Fees paid to your Agent, Accompanist or Copyist

Auto Expenses

You can claim the portion of your expenses relating to business use, but remember that restrictions apply to “luxury” vehicles. The ceiling on which you can claim depreciation (CCA) is \$30,000 plus GST and PST. Cost of vehicle or worth at time of business start up.

Leasing is restricted to \$800 per month plus GST/HST and PST.

- 26. Car mileage (you MUST keep a daily log of business and personal mileage)**
- 27. How much you spent in gasoline during the year**
- 28. Car repairs & maintenance, oil, windshield washer etc.**
- 29. Car Insurance**
- 30. Leasing costs, if you do not own the car**
- 31. How much you paid for your car and when you bought it (if car is not leased)
–did you buy or sell a car last year?**
- 32. Car License - renewal fees**
- 33. Automobile Club - BCAA**
- 34. Parking fees & Car wash – these are 100% deductible!**
- 35. If you borrowed money to buy the car, you can deduct part of the interest**

Home Office:

- 36. If you have an office in the house: Square footage of office/house**
- 37. Utilities & Strata costs**
- 38. Security & Alarm System install & monthly fees**
- 39. House insurance & any extra for scheduled, specialty items, i.e. instruments**
- 40. House maintenance such as painting, house repairs, etc.**
- 41. Interest on the mortgage (get statement from your bank)**
- 42. Property taxes on the house**
- 43. Internet connection fees.**

Keeping track of all of these expenses will help us in your income tax preparation & save you accounting costs!

Give us a call at 250-861-4481 if you wish us to prepare your return.

Over 25 years of tax preparation experience!