

TAXI CAB OPERATORS MONTHLY FINANCIAL STATEMENT

NAME _____ ACCOUNT # _____

ADDRESS _____ TELEPHONE # _____

REPORTING PERIOD 1ST DAY OF ____ / ____ TO LAST DAY OF ____ / ____
Month Year Month Year

NAME OF TAXI CAB COMPANY _____

REVENUES

Revenue from fares:	1) Cash/Interac	_____
	2) Credit cards	_____
	3) Charge accounts	_____
Revenue from sub-leasing cab:		_____
Revenue from tips:		_____

TOTAL REVENUES **A** _____

EXPENSES

Vehicle Expenses:

Fuel & Oil	_____
Repairs	_____
Washing & Upkeep	_____
License	_____
Insurance	_____
Other (provide details) _____	_____

NOTE: Capital Cost Allowance and Amortization/Depreciation are not allowed expenses for rent calculation purposes.

TOTAL AUTO EXPENSES (Subtotal) _____

Less: ____% of TOTAL AUTO EXPENSES (Personal Use) _____

TOTAL AUTO EXPENSES **B** _____

BUSINESS EXPENSES

Fees paid to Cab Company (provide details) _____	_____
Taxi Cab Rental/Lease	_____
Office & Supplies	_____
Other (provide details) _____	_____

TOTAL BUSINESS EXPENSES **C** _____

TOTAL EXPENSES B + C **D** _____

TOTAL NET INCOME A – D **_____**

I declare the information contained in this form to be true, correct and complete. I will provide all receipts, vouchers and other verification upon request. I authorize Calgary Housing Company to analyze the Financial Statements and supporting documents and to make inquiries whatever it is deemed necessary to verify the facts. I understand that the information provided in these statements is subject to audit by Calgary Housing Company. I understand there may be legal penalties for making a false, misleading or incomplete statement to the Calgary Housing Company understand I will be required to supply an unaudited Financial Statement, prepared by a Chartered or Certified Accountant, and a copy of income tax at move-in and each Annual Evaluation.

SIGNATURE _____ Date _____
Tenant/Applicant Signature

If this statement has been prepared by someone other than the Tenant/Applicant, please provide:

As _____ is not fluent in the English language or is illiterate, this statement was prepared with his/her input, it was read and explained to him/her, who fully understood and agreed with the contents of the statement.

Printed Name _____ Signature _____ Phone # _____

INSTRUCTIONS FOR TAXI CAB & SELF EMPLOYMENT FINANCIAL STATEMENT FORM

ACCOUNTING AND LEGAL FEES

Fees paid to accounting firms for unaudited Financial Statement preparation and income tax preparation relating to the business. Amounts paid to lawyers for legal matters relating to the operation of the business.

ADVERTISING

Business advertising costs

BUSINESS TAX, FEES AND BUSINESS LICENSES

Fees paid to obtain business licenses amounts paid to keep your membership in a trade association, etc.

INSURANCE

Liability insurance and property insurance on business property, outside the home you live in, relating to the operation of the business

INTEREST, BANK CHARGES

Bank account fees and interest paid on loans that relate to the operation of the business. Please note: Interest on loan is deductible; the personal portion of a loan repayment is not deductible.

EQUIPMENT MAINTENANCE AND REPAIRS

Tool and equipment repair expenses on equipment used by the business to earn income.

VEHICLE EXPENSES AND MAINTENANCE

Costs to maintain business vehicles, includes gas, oil, insurance, registration and vehicle repair costs, less personal use. Please Note: Deduct personal use on Adjustments Line.

MOTOR VEHICLE EXPENSES

Can be claimed on a business vehicle only where the operation of the business depends on use of the vehicle.

OFFICE

Materials and supplies used in the day-to-day operations of the office; examples would be pens, file folders, printed matter and other miscellaneous items including postage costs. Please Note: Rent and utility costs for the business use of a work space in your home are not considered a deductible expense within the Community Housing Program.

SALARIES

Salaries, wages, bonuses, commissions paid to employees. Also includes employers' contributions for EIC, CPP, WCB, etc.

MISCELLANEOUS

- Other items not mentioned above. Please specify.
- Capital Cost Allowance, amortization or depreciation are not considered as expenses for rent calculation purposes.
- Includes such items as fees paid to collection agencies and any small claims court cost fees resulting from efforts made to collect receivables. Amounts Uncollectible on accounts which have been already included in income.