

**Statement of Employment Expenses (T777)  
Claim for Meals and Lodging Expenses (TL2)**

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Please note that if you are claiming employment expenses, including meals and lodging expenses, your employer is required to complete and sign a **Declaration of Conditions of Employment (T2200) form**.

Please have them complete the form for you and include it with your tax slips, receipts etc. The manner in which your employer fills out this form will indicate what type of expenses you are able to deduct from your income.

**We are unable to process any employment expenses if you do not provide the completed form.**

If you are claiming meals and lodging expenses, please provide a summary showing the number of days you were on the road and the number and duration of your trips.

**Below is a list of some eligible T777 expenses and business use of home expenses:**

<b>T777 Expenses</b>	
Motor Vehicle Exp*	Accounting Fees
Meals & Entertainment	Advertising
Travel Exp	Cell Phone
Office Exp	Uniforms
Supplies	Postage Exp

<b>Business Use of Home Expenses</b>	
Insurance	Property Taxes**
Maintenance & Repairs	Utilities
Mortgage Interest**	Strata Fees

\* Must be accompanied with a usage log to be accepted by CRA

Fuel	Lease Amount
Maintenance & Repairs	Loan Interest
Insurance	Parking

\*\* Only for employee's earning commission income

**Truckers/Drivers - Please complete log on page 2**

## Trucking Meal & Lodging Expense

*To avoid any confusion in translation of logs, please complete this form*

Name: \_\_\_\_\_ Year: \_\_\_\_\_

<b>Short Haul - Canada:</b>	<b>Amount</b>	<b>Hours</b>	<b>Total</b>
Total number of days trucking (away from home)			
Total number of trips in Canada			
Average trips in Canada - 24 hours			
Average trips in Canada - 36 hours			
Average trips in Canada - 48 hours			
Average trips in Canada - ____ hours			
Average trips in Canada - ____ hours			

<b>Short Haul - US:</b>	<b>Amount</b>	<b>Hours</b>	<b>Total</b>
Total number of days trucking (away from home)			
Total number of trips in US			
Average trips in US - 24 hours			
Average trips in US - 36 hours			
Average trips in US - 48 hours			
Average trips in US - ____ hours			
Average trips in US - ____ hours			

<b>Long Haul - Canada:</b>	<b>Amount</b>	<b>Hours</b>	<b>Total</b>
Total number of days trucking (away from home)			
Total number of trips in Canada			
Average trips in Canada - 24 hours			
Average trips in Canada - 36 hours			
Average trips in Canada - 48 hours			
Average trips in Canada - ____ hours			
Average trips in Canada - ____ hours			

<b>Long Haul = US</b>	<b>Amount</b>	<b>Hours</b>	<b>Total</b>
Total number of days trucking (away from home)			
Total number of trips in US			
Average trips in US - 24 hours			
Average trips in US - 36 hours			
Average trips in US - 48 hours			
Average trips in US - ____ hours			
Average trips in US - ____ hours			

**Legend: 1 trip = leave home in truck, arrive back home**

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_