



THE SMALL BUSINESS
ACCOUNTANTS™

MOVING EXPENSE CHECKLIST

For the year ending December 31, 2_____

Moving expenses can be claimed if you moved more than 40 kilometres closer to a new place of work or educational institution. If the move was into, or outside of Canada there are specific rules. Please talk to a tax specialist in our office.

Please submit this form along with your Personal Checklist and other applicable forms.

Name of person claiming moving expenses: _____

Were you reimbursed for any expenses? YES / NO (circle one) If so give details:\$ _____

MOVED FROM:

Address _____

City _____ Province _____

Country _____ Postal Code _____

MOVED TO:

Address _____

City _____ Province _____

Country _____ Postal Code _____

Date of move _____ Number of household members in move _____

Method of travel _____

NEW EMPLOYER, BUSINESS OR EDUCATIONAL INSTITUTION INFORMATION

Name _____

Address _____

City _____ Province _____

Country _____ Postal Code _____



MOVING EXPENSE CHECKLIST (cont.)

What was the main reason for the move? (Check one)

____ Employment ____ Carry on business ____ Full Time Studies

Date you started your new job, business or studies _____

DISTANCE MOVED

Kilometres between your old home and your new place of work or school _____ km

Kilometres between your new home and your new place of work or school _____ km

EXPENSES

Travelling costs

Accommodations - travel \$ _____

Number of nights _____

Number of meals _____

Meals during travel _____

Temp living accommodations

Meals during temp. living \$ _____

Cost of cancelling old lease \$ _____

Incidental costs \$ _____

Number of meals _____

Number of nights _____

Specify _____

Cost of vacant house (old)

Commission for selling \$ _____

Legal fees - selling \$ _____

Advertising - selling \$ _____

Other - selling \$ _____

Legal Fees - purchase \$ _____

Other - purchase expenses \$ _____

Sale price \$ _____

Specify _____

Purchase price \$ _____

Specify _____

Signature: _____

Date: _____

By signing this form, you are ensuring that the information represented is factually correct and that you have receipts to backup your claim. Should you be audited by Canada Revenue Agency you will be asked for these receipts, or your claim maybe disallowed and you will be responsible for any penalties and interest.