

Uber, Lift, Rideshare & Taxi Drivers' Tax Return Checklist



General Information

- ✔ Copy of your previous tax return if you are a new client with us
- ✔ GST/HST number
- ✔ Business address
- ✔ Uber/Lift Slip

Gross Business Income

- ✔ Your total gross income from the business (net of GST/HST)

Business Expenses (net of GST/HST)

- ✔ Purchase of materials
- ✔ Advertisement
- ✔ Meal and entertainment
- ✔ Bad debts
- ✔ Insurance (for the business not for your car)
- ✔ Interest
- ✔ Business tax, fees, licenses, dues, and memberships
- ✔ Office expense
- ✔ Office Stationery and Supplies
- ✔ Professional fees



- *✔ Management and administration fees
- *✔ Rent
- *✔ Maintenance and repairs
- *✔ Salaries, wages, and benefits
- *✔ Travel expense
- *✔ Telephone, mobile and utilities
- *✔ Internet
- *✔ Delivery, freight, and express
- *✔ Other expenses

Car Expenses

- *✔ The kilometres you drove in the tax year to earn business income
- *✔ The total kilometres you drove in the tax year
- *✔ Gas
- *✔ Interest if you are financing your vehicle
- *✔ Insurance
- *✔ License and registration
- *✔ Maintenance and repairs
- *✔ Leasing cost if you are leasing your vehicle
- *✔ Other expenses (please specify)
- *✔ Business parking fees
- *✔ Supplementary Business Insurance



Assets used in your business

- ✔ Car Make and Car Model
- ✔ The vehicle purchase price and the date of purchase if you purchase it
- ✔ Computer
- ✔ Equipment
- ✔ Others



+1 (819) 919-9679
+1 (613) 400-9844



730 Buxton Crescent
Ottawa, ON K1V 7H8



info@qualivests.ca
www.qualivests.ca