Agence du revenu du Canada

DECLARATION OF CONDITIONS OF EMPLOYMENT

The employer must complete this form for the employee to deduct employment expenses from his or her income.

The **employee** does not have to file this form with his or her return, but must keep it in case we ask to see it. For details about claiming employment expenses, see Guide T4044, *Employment Expenses*, or Interpretation Bulletins IT-352, *Employee's Expenses, Including Work Space in Home Expenses*, and IT-522, *Vehicle, Travel and Sales Expenses of Employees*.

Part A – Employee information (please print)

Last name	First name		Tax year	Social Insurance Number		
		1				
Home address		Business address				
Job title and brief description of duties						
Down D. Comditions of ample when t						
Part B – Conditions of employment						
Did this employee's contract require him or her to pay				ment? Yes No		
Answer "yes" even if you provide an allowance or a re		•	•	W		
If no , the employee is not entitled to claim employme	nt expenses, and	d you are not required to ar	iswer any of the of	tner questions.		
Did you normally require this employee to work away	from your place	of business or in different pla	ices?	Yes No		
If you what was the ampleyed's area of travel (he app	oifio\?					
If yes , what was the employee's area of travel (be spe	ecilic)?					
3. Did you require this employee to be away for at least area (if there is one) of your business where the empl				Yes No		
If yes, how frequently?						
Indicate the period(s) of employment during the year:	from	Year Month D	oay to	Year Month Day		
3,						
If there was a break in employment, specify dates:						
5. Did this employee receive a motor vehicle allowance				Yes No		
If yes , indicate:						
the amount received as a fixed allowance, such as	-					
the per km rate used(\$/km), and the the array of the allowers to the true included on the content of the allowers and the true included on the content of the allowers are the true included on the content of the allowers are the content of the con						
the amount of the allowance that was included on t Did this employee have the use of a company vehicle						
Was the employee responsible for any of the expense	es incurred for th	ne company vehicle?		Yes No		
If yes , indicate the amount and type of expenses:		Amount		Type of expense		
		\$				
		\$				
		\$				
				П. П.		
Did you require this employee to pay for expenses for		e did or will receive a repayn	nent?	Yes No		
If yes , indicate the amount and type of expenses that	were:	Amount	Type of expense	Included on T4 slip		
received upon proof of payment	\$			Yes No		
charged to the employer, such as credit card charge	es \$			Yes No		
7. Did you require this employee to pay other expenses	for which he or	she did not receive any allov	vance or repayment	? Yes No		
	io. Willoll flo Of S	one and not receive any and	and of ropayment	[] 163 [] 100		
If yes , indicate the type(s) of expenses:						



If yes, indicate the commissions paid (\$				
If yes, indicate the commissions paid (\$		Name of employer (print) Name and title of authorized personant in the control of the control o	n (print)	
regotated?	I certify	y that the information provided on this form is, to the best of my knowledge, correct and complete.		
negotiated?	mploy	yer declaration		
negotiated?	Di	ia trils employee, as a condition of employment, have to provide a power saw (including a chain saw of tree trimmer)?	· L Yes	No
regotated?		• • • • • • • • • • • • • • • • • • • •		F '
regolated?		-		
No No No No No No No No	yo	u as an apprentice mechanic in the program described in this question?	. Yes	No
If yes, indicate the commissions paid (\$	tha	at were used directly in his or her work?	. Yes	No
If yes, indicate the commissions paid (\$	tha	at leads to a designation under those laws as a mechanic licensed to repair self-propelled motorized vehicles?	. Yes	No
negoliated?		· · · · · · · · · · · · · · · · · · ·	. Yes	☐ No
negoliated?	-		Yes	No
negotiated?			H	H
No If yes, indicate the commissions paid (\$	If y	yes, did you require this employee, as a condition of employment, to purchase and provide tools		
No If yes, indicate the commissions paid (\$	11 Di	d this employee work for you as a tradesperson?	Vac	No.
No If yes, indicate the commissions paid (\$			Yes	No
If yes, indicate the commissions paid (\$			Yes	☐ No
No If yes, indicate the commissions paid (\$) and the type of goods sold or contracts negotiated (П.
No If yes, indicate the commissions paid (\$,		Included on	T4 slip
If yes, indicate the commissions paid (\$			res	
If yes, indicate the commissions paid (\$				H
If yes, indicate the commissions paid (\$	for	r meeting clients or other persons in the ordinary course of performing the office or employment duties during the period to	Yes	No
If yes, indicate the commissions paid (\$			%	
negotiated?				No
negotiated?		\$	Yes	No
negotiated?				=
negotiated?		· 		
negotiated?			Included on	
If yes, indicate the commissions paid (\$		es, indicate the type of expense and amount you did or will repay:		
negotiated?			Ħ	=
negotiated?			一	一
negotiated?			Fi '	
negotiated?			一	
negotiated?			□ vaa	□ No
negotiated?				
negotiated?				
negotiated?				П.,
	If ye	es, indicate the commissions paid (\$) and the type of goods sold or contracts negotiated ().
		you pay this employee wholly or partly by commission according to the volume of sales made or contracts gotiated?	Yes	No