



Taxation year: \_\_\_\_\_

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

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The information gathered in this checklist will assist with the preparation of your tax return. It is not meant to replace professional advice. For more information, please contact the office or click on the following link to be directed to CRA's website.

[CRA - Moving expenses](#)

**Moving Expense Checklist**

Date of Move: \_\_\_\_\_

Were you reimbursed for any expenses? Yes No (circle one)

If so, how much were you reimbursed: \_\_\_\_\_

**MOVED FROM:**

Address: \_\_\_\_\_

City: \_\_\_\_\_

Province: \_\_\_\_\_

Country: \_\_\_\_\_

Postal code: \_\_\_\_\_

**MOVED TO:**

Address: \_\_\_\_\_

City: \_\_\_\_\_

Province: \_\_\_\_\_

Country: \_\_\_\_\_

Postal code: \_\_\_\_\_

What was the main reason for the move? (please circle one)

Employment

Carry on a business

Full-time studies

Date you started your new job, business, or studies: \_\_\_\_\_

**NEW EMPLOYER, BUSINESS OR EDUCATIONAL INSTITUTION INFORMATION:**

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

Address: \_\_\_\_\_

City: \_\_\_\_\_

Province: \_\_\_\_\_

Country: \_\_\_\_\_

Postal code: \_\_\_\_\_

**DISTANCE MOVED:**

Kilometers between your **old** home and your new place of work or school: \_\_\_\_\_ Km

kilometers between your **new** home and your new place of work or school: \_\_\_\_\_ Km

**EXPENSES:**

Transportation and storage costs for household effects: \_\_\_\_\_

Name of mover (if applicable): \_\_\_\_\_

**Traveling costs (from old residence to new residence):**

Number of household members in move: \_\_\_\_\_  
Method of travel? \_\_\_\_\_  
How many days did the move take? \_\_\_\_\_ How many nights: \_\_\_\_\_  
Travel costs: \_\_\_\_\_ Meals: \_\_\_\_\_ Accommodations: \_\_\_\_\_

**Temporary Living expenses near new or old residence (max 15 days)**

Number of nights: \_\_\_\_\_ Accommodation expenses \_\_\_\_\_  
Number of days: \_\_\_\_\_ Meal expenses: \_\_\_\_\_

Cost of cancelling the lease for your old residence: \_\_\_\_\_

**Incidental costs related to the move:**

Cost to change your address on legal documents (not Canada post fee): \_\_\_\_\_  
Cost to replacing driving licenses: \_\_\_\_\_  
Cost to hook-up and/or disconnect utilities: \_\_\_\_\_

**Cost to maintain your old residence if vacant (max \$5000.00)**

Utilities: \_\_\_\_\_ Strata fees: \_\_\_\_\_  
Other (specify): \_\_\_\_\_  
\_\_\_\_\_

**Cost of selling your old residence:**

Selling Price: \_\_\_\_\_  
Real estate commission: \_\_\_\_\_  
Advertising: \_\_\_\_\_  
Legal or notarial fees \_\_\_\_\_  
Other (specify): \_\_\_\_\_

**Cost of purchasing your new residence:**

Purchase price: \_\_\_\_\_  
Legal or notarial fees: \_\_\_\_\_  
Taxes paid for the registration or transfer of title: \_\_\_\_\_  
(do not include GST or property taxes)

Total income earned at your new location \* \_\_\_\_\_

- \* If you are an employee, this represents the amounts reported on your T4 that relates to the new work location
- \* If you are self-employed, this represents the income earned after the move
- \* If you are a student, this represents the amount of scholarships, bursaries, fellowships, etc.

Prepared By: \_\_\_\_\_

Date: \_\_\_\_\_

*CRA allows travel costs & meal expenses calculated at either the actual amount or a per diem/km rate - we will calculate both to ensure that you are getting the most for your deduction*