



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