

This form is to be filled out by individuals applying for the Deferred Payment Plan who report self-employment or business income. It is required in order to process the application.

Please submit this fully-executed form by uploading it right into your online file.

Section 1 – Information about your business

Last name Permanent code assigned by the Ministère

First name Social Insurance Number Type of job or business

Business name Date established Telephone number Seasonal
 _____ Y M D _____

Section 2 – Business income and expenses

2A- Referring to the *Application for the Deferred Payment Plan* form that you filled out, fill in the six, consecutive-month sequence for which you need to report your income.

Y M
Y M
Y M
Y M
Y M
Y M

1st month 2nd month 3rd month 4th month 5th month 6th month

2B- Income

Write in your actual self-employed or business income for the first month and your actual or projected income for each of the following five months. **Round all amounts to the nearest dollar.** All fields must be filled in.

_____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$

1st month 2nd month 3rd month 4th month 5th month 6th month

2C- Expenses

Write in your actual self-employment or business expenses for the first month and your actual or projected self-employment or business expenses for each of the following five months. Only report eligible expenses incurred for the purposes of your professional activities. Annual expenses can be divided and reported monthly.

Ensure that you write in the appropriate amounts on the line that corresponds to the category of expenses, for all categories that apply to you. **Round all amounts to the nearest dollar.**

Salaries paid (do not include your own salary):

_____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$

1st month 2nd month 3rd month 4th month 5th month 6th month

Services (e.g. rent, telephone, electricity, insurance, and advertising):

_____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$

1st month 2nd month 3rd month 4th month 5th month 6th month

Equipment and supplies (do not include inventory):

_____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$

1st month 2nd month 3rd month 4th month 5th month 6th month

Sundry expenses (provide a detailed account of these expenses on a separate sheet and attach it to this form):

_____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$

1st month 2nd month 3rd month 4th month 5th month 6th month

2D- Total expenses

Add up all amounts per month reported in subsection 2C and show the total amount of your expenses on the following line, for each of the six months covered by your application.

_____ \$ _____ \$ _____ \$ _____ \$ _____ \$ _____ \$

1st month 2nd month 3rd month 4th month 5th month 6th month

Section 3 – Net profit

Net profit is your income less your expenses (Income [2B] – Total expenses [2D] = Net profit).

You need to deduct all amounts you report as expenses in each month from income for the same month and write in the difference on the Net profit line in this subsection for each month, as well as on the line concerning your net self-employment or business income on the *Application for the Deferred Payment Plan*. Ensure that you provide this information for each of the six months. **If the result for a month is negative, write \$0 for that month.**

Income (2B)

\$ \$ \$ \$ \$ \$

1st month 2nd month 3rd month 4th month 5th month 6th month

-

Total expenses (2D)

\$ \$ \$ \$ \$ \$

1st month 2nd month 3rd month 4th month 5th month 6th month

=

Net profit

\$ \$ \$ \$ \$ \$

1st month 2nd month 3rd month 4th month 5th month 6th month

Section 4 – Signature

I certify that all the information provided is accurate and complete.

Signature

Date

Y M D

Aide financière aux études reserves the right to verify the information you report.