



Employment Expenses of Transport Employees

You must complete this form if you are an employee of a business whose principal activity is transportation, an employee of a railway company or an employee collecting or delivering goods on a regular basis, and you wish to claim a deduction for meal and accommodation expenses.

Your employer must complete Part 2 of this form. A separate form must be completed for each type of employment and each employer. Enclose the form(s) with your income tax return.

For information about employment expenses, see the guide *Employment Expenses* (IN-118-V).

1 Part to be completed by the employee

1.1 Identification of the employee

Taxation year	2011
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Last name	First name
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Social insurance number

1.2 Information about trips made and expenses paid

Method used to calculate meal expenses: Detailed Simplified Batching

In the table below, you must include on the same line all trips made to the same workplace located elsewhere. See the guide *Employment Expenses* (IN-118-V) if you require detailed instructions concerning any of the columns.

1.2.1 Periods of travel other than indicated in Part 1.2.2

Trip and expense summary					Meals		Accommodation and showers		
A	B	C	D	E	F	G	H	I	
Number of days	Number of trips	Average number of hours per trip ¹	Location of your employer's establishment	Workplace located elsewhere	Number ²	Cost (in Canadian funds) ³	Number of overnight stays	Cost (in Canadian funds) ³	
									1
									2
									3
									4
									5
									6
									7
									8
									9
Total =									10
Amounts received from your employer for these expenses, but not included in your income					-				11
Subtract line 11 from line 10 in each column. If the amount is negative, enter 0.					=				12
Multiply line 12 in column G by 50%.					x	50 %			13
Add lines 12 and 13 in column I.					=				14
Employment expenses =									14

Particulars concerning the number of meals

Number of meals in Québec 20 Number of meals in Canada, outside Québec 21 Number of meals in the United States 22



