

Laundry Business Checklist

Ten checks for your operation

Gondaliya CPA Professional Corporation | Licensed Ontario CPA Firm

Work through these across the year, not in April.

Can you show what the machines actually collected?

- ☐ **1 Meters logged**
Readings recorded at every single collection.
- ☐ **2 Coins counted on site**
Counted before they leave, variances investigated.
- ☐ **3 Card sales at gross**
Processing fee booked as an expense, not netted.
- ☐ **4 Card float deferred**
Loaded value held until the machines are used.
- ☐ **5 Machines capitalised**
On the register with a class, not expensed.
- ☐ **6 2026 incentive checked**
Recent purchases reviewed for the larger claim.
- ☐ **7 Premises work split**
Class 13 for the site, Class 8 for the machines.
- ☐ **8 Utilities allocated**
Metered or sub-metered by location.
- ☐ **9 Everyone on payroll**
No cash payments without source deductions.
- ☐ **10 Records retained**
Six years from the filing date.

PRO TIP

A bank deposit shows money arrived, not that all of it did.
The meter reading is what makes your revenue figure defensible.

647-212-9559 · info@gondaliyacpa.ca · gondaliyacpa.ca/consultation

1300+ 5-star Google reviews · Licensed Ontario CPA Firm since 2013 · Verify: cpaontario.ca