

Tax Preparation Check List

- All T4 slips
 - All other information slips (T3, T5, T4A, T4AP, T4RSP, T4RIF)
 - Old Age Security and CPP benefits
 - Other pensions and annuities
 - Employment Insurance benefits
 - Social Assistance payments
 - WSIB benefits
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- Universal Child Care benefit confirmation
 - Notice of Assessment
 - CRA correspondence
 - Capital gains/losses records
 - Northern residents deductions
 - Rental income & expense records
 - Business, farm or fishing income & expense records
 - Disability Tax Credit Certificate (T2201)
 - Declarations of Conditions of Employment (T2200)
 - Automobile/travel Logbooks
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- Interest and dividends
 - Sale or deemed sale of stocks, bonds or real estate
 - Support for a child, spouse or common-law partner
 - RRSP contributions
 - Professional fees or Union dues
 - Tool expenses (tradespersons)
 - Medical expenses
 - Tuition/Education amounts for qualifying students
 - Transit passes
 - Charitable donations
 - Political donations
 - Child care expenses
 - Adoption expenses
 - Moving expenses
 - Interest paid on student loans
 - Carrying charges and interest expenses
 - Automobile expenses
 - Travel expenses
 - Office – in – home expense