



Electro Accounting

Accounting & Financial Services

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Document Checklist For Personal Income Taxes

Slips

- All T4 slips
- All other information slips(T3,T5,T4E,T4A,T4AP,T4RSO,T4RIF)
- Old Age Security and CPP Benefits
- Other Pension and annuities
- Employment insurance benefits
- Social assistance payments
- Worker's compensation benefits

Receipts

- RRSP contributions
- Receipts for professional fees or Union dues
- Tool expenses (Tradespersons)
- Medical expenses
- Tuition/Education amounts for qualifying students
- Transit passes
- Charitable donations

Receipts

- Political donations
- Child care expenses
- Adoption expenses
- Children's fitness programs
- Moving expenses
- Interest paid on student loans
- Carrying charges and interest expenses

Other Documentation

- Universal child care benefit confirmation
- CRA Correspondence
- Capital gains/losses record
- Rental income and expense records
- Business, farm or fishing income & expense records
- Disability Tax Credit Certificate (T2201)
- Declaration of conditions of employment (T2200)
- Automobile/Travel Logbook