

2012 INCOME TAX INFORMATION SHEET

DUE BACK: _____

Net Fee: _____

HST _____

Total _____

TAXPAYER

S.I.N.:

FIRST NAME:

LAST NAME:

DATE OF BIRTH: YEAR MONTH DAY

IS THIS YOUR FIRST RETURN? YES NO

E-MAIL ADDRESS: _____

ADDRESS:

POSTAL CODE:

TELEPHONE:

CITY:

PROVINCE:

CONSIDER FOR E-FILE IF THERE IS A REFUND? YES NO

CONSIDER FOR E-FILE IF THERE IS A REFUND? YES NO

MARITAL STATUS: MARRIED WIDOWED SEPARATED COMMON LAW DIVORCED SINGLE
DEC.31, 1999

IF MARRIED OR COMMON LAW ARE WE:

- 1) PREPARING ONE RETURN ONLY FOR TAXPAYER WITH CREDITS MUST HAVE SPOUSES NET INCOME OR
- 2) PREPARING ONE RETURN ONLY FOR TAXPAYER WITH NO CREDITS OR
- 3) PREPARING TWO RETURNS ONE FOR TAXPAYER AND ONE FOR SPOUSE

WHO WILL BE CLAIMING THE FOLLOWING CREDITS

TAXPAYER

SPOUSE

HST CTB PROVINCIAL | HST CTB PROVINCIAL

DEPENDENT'S NAME	RELATIONSHIP	BIRTHDATE			NET INCOME	EQUIV TO MARRIED
		DAY	MONTH	YEAR		
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>
						<input type="checkbox"/>

PROVINCIAL CREDIT - ADDRESS	RENT	MONTHS	TOTAL	RENT OR TAXES	LANDLORD
	\$	X			
	\$	X			

SLIPS:

T3	T4A(P)	T4RIF	T5	T5013
T4	T4(OAS)	T4(RSP)	T600	T2200
T4A	T4PS	T4E	T5007	

BUSINESS RENTAL EMPLOYMENT EXPENSES ALL OTHER NEEDED INFORMATION
SEE OVER IF BOX CHECKED

SOCIAL ASSISTANCE	AMOUNT	WORKERS COMPENSATION	
ALIMONY REC'D		ALIMONY PAID	
TUITION	CHARITABLE	MEDICAL	DISABILITY
ELECTIONS CANADA YES <input type="checkbox"/> NO <input type="checkbox"/>		RRSP Deduction limit SELF \$ _____ SPOUSE \$ _____	

NOTES:	TFSA Limit	SELF \$ _____	SPOUSE \$ _____

I declare that: all the above information is true and correct to the best of my knowledge, that all my income is fully disclosed and I am aware it is a serious offence to make a false claim. Canadian Payroll and Tax Services' liability is limited to the cost applied to the preparation of this return. _____ (clients signature)

INFO RETRIEVED BY: _____ PREPARED BY: _____ VERIFIED BY: _____ STORED ON DISK: _____ SEE OVER...

RENTAL INCOME

Annual rent	
# of Units	
Address of Rentals:	
EXPENSES	
Mortgage Interest	
Property Taxes	
Insurance	
Hydro	
Heat	
Repairs	
Personal Portion	

BUSINESS INCOME & EXPENSES

Sales (Not including HST)	
Expenses (Not including HST)	
Opening inventory	
Purchases	
Closing inventory	
Meals and Entertainment	
Advertising promotion	
Salaries and Benefits	
Contract costs	
Supplies	
Repairs and Maintenance	
Telephone	
Rent	
Utilities	
Tools	
Office Expenses	
Other	
Capital purchases	
BIN #:	

AUTOMOBILE EXPENSES

Opening Undepreciated	
Cost of vehicle	
Purchase of vehicle	
Total KM's in year	
Business KM's in year	
Gas	
Repairs	
Insurance	
Licence	
Loan interest	
Other	

BUSINESS USE OF RESIDENCE

Total Sq. footage	
Business Sq. footage	
Heat	
Hydro	
Mortgage interest	
Property taxes	
Insurance	
Repairs	

Description of business: