

Document requires for personal tax return filing T1 (Federal only)

GENERAL

1. A copy of last year's return for whole family of taxpayer.
2. 2012 Notice of assessment and any other notices received from CRA during 2013.
3. Contact details of each taxpayer (gender, names, address, phone, etc.).
4. SIN number of each taxpayer.
5. Date of birth of each taxpayer.
6. Citizenship status in Canada of each taxpayer.
7. Did the taxpayer immigrate to Canada or emigrate from Canada during the year?
If yes, provide date of entry or departure
8. Details of changes to marital status during the tax year (marriage, common-law, separation, divorce, widowed)
9. Consent of each taxpayer to provide your tax information to Election Canada.
10. Details of foreign property holding and the cost of property.
11. It is a filing for a deceased taxpayer?
If yes, provide date of death.
12. Did the taxpayer declare a bankruptcy during the year?
13. Detailed of any lawsuits settled in 2012.

INCOME

1. Employment income (T4)
2. Income from employment insurance (T4E)
3. Other Income (tips, etc)
4. Pension income and split pension income (T4A, T4A(P), T4RIF, T4RSP)
5. Old age security benefits (T4OAS)
6. Universal child care benefits (RC-62)
7. Interest, investment income (T3, T5, T600, T4PS, T5008, RC359)
8. Partnership income, tax shelter (T5013, T5013A, T101, T5003, T1CP)
9. Social assistance, worker's compensation (T5007)
10. Alimony or support payment received.
11. Capital gains (or losses)
12. Rental property income
13. Self-employed business income.
14. Foreign income or foreign property.

DEDUCTION AND CREDIT

1. RRSP and other plans contributions.
2. Medical expenses, prescription drugs, disability, caregiver
3. Payments to a private health insurance plan.
4. Charitable donations, political contributions.
5. Tuition fees, education, text books (T2202A).
6. Interest paid on student loans.
7. Interest on loans assumed to purchase investments.
8. Unions or professional dues not in T4 slips.
9. Employment expenses (expenses not reimbursed by your employer including travel expenses and supplies).
10. Declaration of conditions of employment form (T2200)
11. Public transit passes.
12. Moving expenses if moved 40km or closer to work or school.
13. Volunteer Firefighters amount
14. Child care receipt
15. Children's participation in programs related to physical activities and arts.
16. Adoption expenses.
17. Professional consultant fees
18. Property taxes or residential rent paid.
19. Spouse support.
20. Details of people you support and their medical status.
21. Disability tax credit claim form provided by an authorized health practitioner (T2201).
22. Legal fee paid to recover wages from an employer.

SELF-EMPLOYED DEDUCTION

(See more detailed in the checklist attached to "Checklists and Guidelines" under RESOURCES).

1. Total expenses listed by category for the year.
2. Home office expenses (if any)
3. Capital assets acquired during the year.
4. Motor vehicle expenses.

