

Checklist for preparation of Tax Return

Receipts & Slips	Income	Deductions
Notice of assessment	Employment income	RRSP contributions
All T4 Slips	Old age Security and CPP benefits	Union or professional dues
All other slips (T3, T5, T4E, T4A, T4AP)	Other pensions and annuities	Child care expenses (need name and social insurance number if an individual)
Receipts for professional or union dues if not on T4	Employment Insurance benefits	Moving expenses
RRSP withdrawals and/or contributions	Worker's Compensation benefits and social assistance payments	Payment of support for ex-spouse or common – law partner
Medical receipts and medical insurance premiums paid (Ex. Blue Cross)	Universal Child Care benefit	Automobile expenses (fuel, repairs, autopac, lease payment, interest on loan, Km for Business use, Km for the year)
Tuition receipts (Can be found on the internet from college/university. Make sure the amount and number of months attended are visible) T2202A	Interest and dividends (T3 and T5 slips)	Declaration of Employment Expenses (T2200)
In order to claim the MB Tuition tax rebate I need to know what year you completed your degree	Sale or deemed sale of stocks, bonds, or real estate	Travel expenses (log books for truckers)
Bus passes	Receipt from ex-spouse for spousal support	Office-in-home expenses for businesses (hydro, house insurance, property tax, mortgage interest, square footage of office and square footage of home)
Receipts for charitable donations	RRSP income or withdrawals	Northern residents deduction
Receipts for political contributions	Rental income	Capital gains deductions
Property tax or rent receipts	Business, farm or fishing income	Losses of other years
Interest paid on student loans	Miscellaneous income	Fitness expense for children 16 and under
Tax installments paid		Safety deposit box receipt