



**RLS ACCOUNTING
& BUSINESS SERVICES INC.**



WHAT TO BRING

- Any changes in Name, Address, dependents, marital status
- All income slips T-4's, OAS, CPP, T5, T3, etc
- Foreign income including foreign pensions and interest from foreign accounts
- SIN #'s and all T4's or Net Income of all dependants you are claiming
- Notice of assessment from most recent income tax return
- Home-buyers repayment schedule if applicable
- Life Learning repayment schedule if applicable
- RRSP receipts
- Spousal support payments either paid or received
- Returns for deceased clients must be accompanied by a Death Certificate & a copy of will
- Employment expenses totalled accompanied by Declaration of conditions of Employment (T2200) signed by employer (mileage log required for vehicle expenses)
- TL2 signed by employer if claiming Transport Employment Meal Allowance
- Moving expenses if over 40 kms closer to new employment
- Tuition T2202A + students net income - students can download from student web-site) if tuition is to be transferred - student to sign page 2 of form for transfer ALSO require students net income
- Public Transit receipts
- Medical receipts must exceed 3 % of income to be a deductible expense. A year end total may be obtained from pharmacy / dental / chiro etc to assist in tallying of receipts -
- Charitable donations (may accumulate for 5 years)
- Registration fees for children under age 16 for organized fitness & artistic programs
- Property taxes or rent
- A cheque or Direct Deposit info form from bank to set up new change in direct deposit into an account