

## 2023 PERSONAL INCOME TAX QUESTIONNAIRE

These questions are on the personal income tax form. Please answer the following questions on behalf of each member of your family:	YES	NO
<b>1) Did you sell your home or vacation property during the year?</b> If yes, please provide legal address, proceeds and year of acquisition. Failure to disclose the sale of your home or vacation property could result in large tax penalties. CRA now requires this sale to be reported even if no tax is payable. In addition, please indicate if you have a change in use of your property. This could include, for example, converting some or all of your principal residence into an income-earning property.		
<b>2) Are you a Canadian Citizen?</b> If you are a U.S. citizen, dual citizen or green card holder, you have a U.S. tax filing obligation.		
<b>3) As a Canadian Citizen, do you authorize CRA to provide your name, address, date of birth and citizenship to Elections Canada for the National Registry of Electors?</b>		
<b>4) Do you authorize the CRA to provide your name and email address to Ontario Health so that Ontario Health (Trillium Gift of Life) may contact you or send you information about organ and tissue donation?</b>		
<b>5) Did you own or hold foreign assets at any time in 2023 with a total cost of more than CAN \$100,000? Did you earn any income or realize any gains from foreign assets in 2023?</b> Foreign property/assets include cash, stocks, bonds, digital currency (such as Bitcoin), trusts, partnerships, real estate and income producing property (rental property). It does not include foreign personal use properties or investments held through Canadian mutual funds. If yes, then Form T1135 or Form T1142 must be completed, signed and filed with Canada Revenue Agency on or before the T1 due date, or penalties will apply. Penalties can reach \$2,500 for each year.		
<b>6) At any time in 2023, did you receive funds or property from, or were you indebted to a non-resident trust in which you were beneficially interested?</b> If yes, the Form T1142 must be completed, signed and filed with Canada Revenue Agency on or before the T1 due date, or penalties will apply. Penalties can reach \$2,500 for each year.		
<b>7) Did you receive interest, dividends or benefits from a business in which a relative is a key party (in terms of ownership or involvement)? Tax on split income (TOSI) may apply to this income.</b>		
<b>8) NEW – Bare Trusts – Are you on title for any asset (property, bank/investment accounts, vehicles, other) in which you are not the beneficial owner of the same?</b> If yes, you may have a bare trust arrangement and may be required to file a T3 Trust return by April 2, 2024. There is <a href="#">relief for late-filing the 2023 bare trust return</a> (click and see 3.5 and 3.6). However, there are significant penalties for not filing a T3 Trust return if it is required. If you have answered “yes”, we will contact you after tax season to discuss your particular situation.		
<b>Notes:</b>          		

Signature : \_\_\_\_\_ Date : \_\_\_\_\_

Name : \_\_\_\_\_

**\*\*\*Please advise us of any changes to your marital status, address, email address, cell phone, and of any children born in 2023\*\*\***

**Please check items that you have attached:**

**INCOME**

- Employment, Retiring Allowance – T4
- Old Age Security – T4A(OAS), Canada Pension Plan benefits – T4A(P) and Employment Insurance – T4E
- T4A - Pensions, Registered Education Savings Plan income, CERB, scholarships, etc.
- Interest, Dividends and other Investment Income – T5/T600
- Mutual Funds and other Trust Income – T3
- Limited Partnership – T5013
- Business or Professional – Summary of income and expenses. See calculation tools under Resources on our website
- Do you earn income from website/webpages? See our website for more information.
- Rental Property Income (if applicable, attach details of property purchases and sales). See Resources / forms on our website.
- Capital Gains/Losses - Did you dispose of any capital properties this year? Please provide your gain/ loss summary for stock transactions. Attach copies of sales details and original purchase documentation for real estate transactions.
- Alimony received (provide copy of post-April 30, 1997 agreement or election, if changed or not previously provided)
- Other Income (e.g., stock options, annuities, scholarships, bursaries, research grants, RRSPs – attach T4RSP, T4RIF, T4FHSA, Workers' Compensation benefits). T10 slip – Pension Adjustment Reversal details

**DEDUCTIONS/CREDITS**

- NEW!** Multigenerational Home Renovation Tax Credit - a refundable credit to assist with the cost of renovating an eligible dwelling to establish a secondary unit that enables a qualifying individual (a senior or an adult who is eligible for the disability tax credit) to live with a qualifying relation.
- NEW!** First Home Savings Account (FHSA) - If you opened an FHSA in 2023, you can claim up to \$8,000 in FHSA contributions you made by December 31, 2023, as an FHSA deduction on your 2023 income tax and benefit return.
- Working from home deduction – Flat rate method not allowed anymore. Please summarize your home expenses and provide signed T2200 form from your employer (form required).
- Labour mobility deduction – a deduction for up to \$4,000 of certain personally-incurred travel and temporary lodging expenses For employed tradespeople and apprentices in the construction industry that performs duties at temporary work location
- Commission and employment expenses (include details and T2200, T2200S, T777S, TL2) Note: Include cost of tools.
- Registered Retirement Savings Plan contributions (attach receipts)
- Registered Retirement Savings Plan withdrawals under the Home Buyer Plan or the Lifelong Learning Plan (or CRA's statement of account concerning these plans, if received)
- Annual union, professional dues (attach receipts)
- Child care expense (attach receipts)
  - (a) for individual providers, include S.I.N. and address
  - (b) for overnight camps, indicate number of weeks that were in-residence
- Attendant care expenses (attach receipts)
- Allowable business investment losses (refer to Capital Gains/Losses above)
- Moving expenses (attach receipts). Did you move 40km closer to a new work location?
- Alimony or separation allowances paid (include name(s), SIN and address(es) of recipient(s); attach copy of agreement or court order for spousal support which was signed on or after May 1, 1997 or election).
- Carrying charges (investment counsel fees, interest on money borrowed to earn dividends and interest, interest for limited partnerships)
- Federal and provincial political contributions (attach receipts)
- Charitable donations (attach receipts). Note: Identify donations of securities for special tax relief.
- Medical expenses (attach receipts) and details of private health insurance premiums, including amounts paid while traveling (**NOTE: Your pharmacy will provide you with a summary of all prescriptions for your family for the year**)
- Disability deduction for you or dependent (if first time claim, attach T2201 signed by physician). **NOTE** – Individuals with type 1 diabetes will be deemed to meet the requirements to claim the disability tax credit.
- Tuition fees (attach T2202/T2202A including amounts that can be transferred from dependents) Note: These can be obtained online from most universities and colleges.
- For dependent persons, please attach list and indicate for each dependent: name, address (if different), relationship, birth date, S.I.N., and net income. Note infirmity, if any.
- Adoption expenses – maximum is \$18,210 for each child.
- Home buyers' credit – let us know if you are a first-time home buyer. Address: \_\_\_\_\_; who will claim? \_\_\_\_\_.
- Home Accessibility Tax Credit- age 65 and over or disabled (credit is 15% of eligible expenses up to \$20,000 per year).
- Educator school supplies Tax Credit- provide receipts up to \$1,000 and certification from school authority.

**OTHER**

- 2023 Instalments (attach February 2024 notice). Total remitted: \$ \_\_\_\_\_. March 15, 2024 instalment \$ \_\_\_\_\_.
- Attach copy of 2022 Notice of Assessment and any Reassessments or Notices received in 2023.
- Amount of any distributions or loans from foreign trusts received in 2023.
- Receipts for property taxes or rent paid in 2023 and name of municipality or landlord, respectively – obtain receipts.