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|---|---------------------------------|--|--|-------------------------------------|----------------------------------|
| Is this your first visit to ACSA's tax clinic (March, April & May) | | | | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Tax return for: | Single <input type="checkbox"/> | Single with kids under 18 <input type="checkbox"/> | Family/Common-Law <input type="checkbox"/> | Senior 64+ <input type="checkbox"/> | Student <input type="checkbox"/> |

| Personal Information | | | | | |
|---|--|----------|--|-------------|--|
| First Name: | | | Last Name: | | |
| Current Address  | | | | | |
| City | | Province | | Postal Code | |
| Date of Birth (Day/Month/Year) | | | Phone Number  | | |

| Marital Status | | | |
|--|-----------------------------------|-------------------------------------|----------------------------------|
| As of December 31, 2018 | Married <input type="checkbox"/> | Common-law <input type="checkbox"/> | Widowed <input type="checkbox"/> |
| | Divorced <input type="checkbox"/> | Separated <input type="checkbox"/> | Single <input type="checkbox"/> |
| Marital status changed in 2018: Yes <input type="checkbox"/> No <input type="checkbox"/> Date of change(dd/mm/yy): | | | |

| Other Information | | |
|--|--|-----------------------------|
| Are you a newcomer/returning resident in 2018? | Arrival/Returning Date <u>DAY/MONTH/2018</u> | No <input type="checkbox"/> |
| Did you arrive in Canada in 2018? | Country (From) : _____ | |
| Are you a Canadian Citizen? | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

| Children Information - 18 years old and under (Born in 2001 or later) | | |
|---|----------------------------|---|
| Name | Date of Birth (dd/mm/yyyy) | Disability amount |
| <input type="checkbox"/> Son <input type="checkbox"/> Daughter | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| <input type="checkbox"/> Son <input type="checkbox"/> Daughter | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| <input type="checkbox"/> Son <input type="checkbox"/> Daughter | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| <input type="checkbox"/> Son <input type="checkbox"/> Daughter | | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| <input type="checkbox"/> Son <input type="checkbox"/> Daughter | | Yes <input type="checkbox"/> No <input type="checkbox"/> |

For additional dependents, provide information on back of this page.

Please continue to the next page.

ACKNOWLEDGMENT

1. Your income tax return will be completed by a volunteer registered with Canada Revenue Agency's Community Volunteer Income Tax Program (CVITP) at Agincourt Community Services Association (ACSA). You **must sign one copy of the *Community Volunteer Income Tax Program Authorization (TIS60)* for your own records upon completion of your tax return.**
2. It is your responsibility to check your return for completeness and accuracy before leaving. You must also take all of your tax receipts and documents with you when you leave. **ACSA does not keep any copies or documentation in its possession, including electronic copies. This includes both your return and your receipts.**
3. It is your responsibility to ensure that all receipts, documents, and information provided is correct, truthful and complete.
4. The volunteers cannot represent you in calling any individual, organization or institution.
5. While our volunteers have received training to assist you in completing your income tax return, **neither ACSA nor the volunteers can make any guarantee as to the accuracy or completeness of the returns.** ACSA cannot represent you dealing with the Canada Revenue Agency (CRA) should your return be audited, nor be responsible for any penalties or additional tax assessed. However, should an issue arise with CRA, one of our **Financial Empowerment & Problem Solving (FEPS) workers** can work with you to help you understand and resolve the issue (see below).

I _____, hereby acknowledge that I have read and understood the above information.
(Print Name)

Participant Signature

Date

The volunteer can only help you to do your tax return. If you have other financial questions or issues, please contact one of our Financial Empowerment & Problem Solving (FEPS) workers at (416) 321-6912 extension 245 or 246 for an appointment. They can help you with concerns such as past year taxes or other CRA issues, budgeting, debt or credit issues, government benefit form completion or other financial problems.