|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Documents Checked By: (Volunteer Name – Please Print Clearly)** | | | | **Tax Year(s)**  **2018 / 2019** |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | | | |
| **ID Verification** | **Family Head** | **Spouse** | **Dependents** | **Comments** |
| ID Verified (check mark) |  |  |  | Click or tap here to enter text. |
| **Newcomer to Canada** | **Family Head** | **Spouse** | **Dependents** | **Comments** |
| Arrived in Canada in 2019 | Choose an item. | Choose an item. | Choose an item. | Click or tap here to enter text. |
| Date of Entry | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap to enter a date. | Click or tap here to enter text. |
| Country | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| Foreign Income (earned in 2019 prior to coming to Canada)  \*please specify currency  ­­­\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |
| **Income Source** | **Family Head** | **Spouse** | **Dependents** | **Comments** |
| T4 |  |  |  | Click or tap here to enter text. |
| T4E |  |  |  | Click or tap here to enter text. |
| T5007 |  |  |  | Click or tap here to enter text. |
| T4A |  |  |  | Click or tap here to enter text. |
| T4A(OAS) |  |  |  | Click or tap here to enter text. |
| T4A(P) |  |  |  | Click or tap here to enter text. |
| T4RSP / T4RIF |  |  |  | Click or tap here to enter text. |
| T5 / T3 |  |  |  | Click or tap here to enter text. |
| Other: |  |  |  | Click or tap here to enter text. |
| **Deductions/Credits** | **Family Head** | **Spouse** | **Dependents** | **Comments** |
| Union or professional dues |  |  |  | Click or tap here to enter text. |
| RRSP Contribution Receipts |  |  |  | Click or tap here to enter text. |
| Medical Expenses |  |  |  | Click or tap here to enter text. |
| Charitable Donations |  |  |  | Click or tap here to enter text. |
| T2202A Tuition |  |  |  | Click or tap here to enter text. |
| Ontario Senior Public Transit Credit |  |  |  | Click or tap here to enter text. |
| Disability Tax Credit |  |  |  | Click or tap here to enter text. |
| Other: | Click or tap here to enter text. |  |  | Click or tap here to enter text. |
| **Ontario Trillium Benefits** | **Family Head** | **Spouse** | **Dependents** | **Comments** |
| Ontario Trillium Benefit (OEPTC) |  |  |  | Click or tap here to enter text. |
| Rent Receipt /  Property Tax | Click or tap here to enter text. | Click or tap here to enter text. |  | Click or tap here to enter text. |
| Ontario Senior Homeowners Property Tax Grant (OSHPTG) |  |  |  | Click or tap here to enter text. |
| Canada Child Benefit (CCB) |  |  | Click or tap here to enter text. | Click or tap here to enter text. |
| **Direct Deposit** | **Family Head** | **Spouse** | **Dependents** | **Comments** |
| Start/Change direct deposit |  |  |  | Click or tap here to enter text. |
| **Additional Comment and Notes for Tax Preparer** | | | | |
|  | | | | |

[this Document Check form was used by Woodgreen in 2020 and is included as an example]