

2014 PERSONAL TAX ORGANIZER

1. Personal Information

	Name	SIN	Date of Birth (dd/mm/yyyy)	Phone	
Taxpayer				Office	
Spouse				Home	
Address				Cell	
Email					

Marital Status: Married Single Common-law Separated Divorced Widowed

Date of change if applicable: _____

2. Dependents

Name	SIN	Date of Birth (dd/mm/yyyy)	Relationship	Net Income

3. General Information

2014 Income tax instalments paid (Form T7D) Included N/A
 2013 Notice of Assessment, unless retained by our office Included
 2013 Income tax return if not prepared by our office Included

4. Income

Salary, Wage or commission (T4) Yes No
 EI benefits (T4E) Yes No
 Dividends (T5/T3) Yes No
 Interest (T5/T600/T3) Yes No

- | | |
|---|--|
| Other investment income | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Receipt of alimony/separation payments (name, address), agreement | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Universal child care benefit statement (RC62) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Worker's compensation, social assistance, supplements (T5007) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Old Age Security (T4A OAS) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Canada Pension (T4AP) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Other pensions (T4A) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| RRSP income (T4RSP) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| RRIF income (T4RIF) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Foreign pensions (USA, other) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Statement of Partnership Income (T5013/T5013A) | <input type="checkbox"/> Yes <input type="checkbox"/> No |

Please provide slips or receipts for all items marked as yes

5. Self-employed

- | | |
|---|---|
| Attach financial statements or complete the attached self-employed business activity checklist | <input type="checkbox"/> Yes <input type="checkbox"/> N/A |
| If, in 2014, you were at least 65 years old but under 70, you received CPP/QPP retirement benefit, you did not earn employment income, do you elect not to pay CPP contributions on self-employed earnings? | <input type="checkbox"/> Yes <input type="checkbox"/> No |

6. Rental Property

- | | |
|---|---|
| Attach rental statement or complete the attached rental activity checklist for each rental property | <input type="checkbox"/> Yes <input type="checkbox"/> N/A |
|---|---|

7. Allowable Deductions/Credits

- | | |
|--|--|
| Accounting fees | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Adoption related expenses | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Attendant/care expenses | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| BC Seniors' Home Renovation Tax Credit | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Charitable donation (including donation by way of gifting an item in kind) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| For new client , does your charitable donation qualify for the first-time donor's super credit? To qualify neither you nor your spouse or common law partner has claimed a charitable donation credit in any taxation years after 2007. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Child care expenses (include name, address and SIN # of person providing the child care) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Child fitness credit/arts credit | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Commission/employment expenses (Please complete the attached commission/employment expenses checklist) | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Family caregiver amount for dependants with impairment | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| First time home buyer's amount | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Interest expense on investment loans | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Interest paid on qualified student loans | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Investment counsel fees | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Medical expenses | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Moving expenses | <input type="checkbox"/> Yes <input type="checkbox"/> No |

- Payment of alimony/separation payments (name, address and SIN # of recipient) Yes No
- Political donation (B.C. and Federal) Yes No
- Professional membership fees if not reimbursed by your employers Yes No
- Public transit passes Yes No
- RRSP contribution (please include details regarding Home Buyers' Plan withdrawals and repayments and Lifelong Learning Plan repayment) Yes No
- T101 Statement of Resource Expenses Yes No
- Tuition over \$100 for yourself or your child (ensure Form T2202/T2202A is signed by your child on both sides & provide child's line 236 net income for tuition transfer to you) Yes No
- Union dues Yes No
- Volunteer fire-fighters' credit Yes No

Please provide receipts for all items marked as yes

8. Disposals Resulting in Capital Gains or Losses

Applies to disposals of shares, real estate, bonds, etc. Yes No

If yes, provide the following:

- Description of asset
- Selling price, sale date & selling cost
- Purchase cost & purchase date
- Details of any previous capital gain exemptions claimed and capital gains elections (February 22, 1994)
- Capital gains reserves (form T2017)
- V-Day Value (Dec. 1971), if applicable

Please provide documentation for the above

9. Personal Exemptions

Provide details of spouse's line 236 net income (if applicable) unless we prepare the tax return. Yes No

10. Other

- Do you wish to start direct deposit or to change account information for your tax refund? Yes No
If "yes", attach a "void" personalized cheque or your branch, institution and account number.
- Do you have any foreign property, including cash, stocks, real estate, tangible or intangible property, with a combined original cost in excess of \$100,000 Canadian at any time in the year? Please note: shares of a non-resident corporation on deposit with a Canadian broker or shares of a Canadian corporation on deposit with a foreign broker count. Yes No
If yes, detailed information is required. Please refer to the enclosed document for details. Yes No
- Do you authorize Canada Revenue Agency to provide your name, address and date of birth to Elections Canada to update your information on the National Register of Voters? Yes No

11. What's New for 2014?

As of February 9, 2015, form T1135 Foreign Income Verification Statement can be filed electronically for the 2014 tax year for individual taxpayers.

The **top tax rate** for BC residents on **regular income**, e.g. wages, interest, and rental income, for 2014 and 2015 is 45.80% (vs. 43.7% before 2014 and after 2015). The **top tax rate** for BC residents on **non-eligible dividends** for 2014 and 2015 is 37.99% (vs. 33.71% before 2014 and 35.51% after 2015). These rates apply to income over \$150,000.

Annual non-refundable **family tax reduction credit** was introduced in October 2014, effective 2014. The credit will create tax savings of **maximum \$2,000** for families with children under 18 years of age by allowing the higher income spouse to allocate up to \$50,000 of income to the lower income spouse.

Children's fitness tax credit has doubled to \$1,000 per child starting 2014 and will be a refundable tax credit starting 2015.

As a search and rescue volunteer, you may be able to claim **Search and Rescue Volunteer Tax Credit** of \$3,000.

The maximum amount of eligible **adoption expenses** for each child has been increased to \$15,000.

Amounts paid as salary for designing of personalized therapy plans for persons eligible to claim the disability tax credit and costs for service animals used to help manage severe diabetes are now eligible as **medical expenses**.

You no longer have to apply for the **goods and services tax/harmonized sales tax (GST/HST) credit**. When you file your return, the Canada Revenue Agency will determine your eligibility and will advise those who are eligible to receive the credit. If you have a spouse or common-law partner, only one of you can receive the credit. The credit will be paid to the person **whose return is assessed first**. The amount will be the same, regardless of who (in the couple) receives it.