

Check List

Individual Tax Number Application

- Name** Last Name First Name
Supporting Document Passport Information Page Copy/ Image
Address Street Address City Country Postal Code
Birth Date of Birth Country of Birth

GST/HST Credit Application

- Name** Last Name First Name
Address Street Address City Country Postal Code
 SIN/ ITN Date of Birth
Personal Information Contact Number Marital Status
 Date this marital status began if applicant is not single
 Last Name First Name
Spouse Information SIN/ ITN Date of Birth Contact Number
 Explanation If applicant's spouse or common-law partner's address is different from applicant's.
Residency Year of Entry Applicant's income Spouse's income
One year before Entry Applicant's income Spouse's income
Two year before Entry Applicant's income Spouse's income
Banking Information Branch No. Institution No. Account No.
 Name of financial institution

Personal Tax Return

Ask these questions before proceed, if "Yes", we won't provide tax return service

Does applicant authorize email for CRA Online Mail? YES NO

Does applicant have Foreign Property over \$100,000 during tax year? YES NO

- Name** Last Name First Name
Address Street Address City Country Postal Code
 SIN/ ITN Date of Birth
Personal Information Contact Number Marital Status
 Date of Entry Email
Spouse Information Last Name First Name
 SIN/ ITN Date of Birth Net Income for tax year
Information Slips T4 T4A Rental Receipts
 TTC/ VIVA pass Medical Receipts Tuition (T2202A)