

Dominion "Tax by Fax" Information Form

Please provide us with the following personal information.

Name: _____

Address: _____

City/Community: _____

Province: _____ Postal Code: _____

CONTACT INFORMATION:

Please provide at least one telephone and one fax number:

Home: _____ Work: _____ Fax: _____

Social Insurance Number: _____

Date of Birth: _____ / _____ / _____
Day Month Year

Marital Status: Single Married Common/law
 Widow/Widower Separated Divorced

FAMILY INFORMATION

Spouse or Common Law

Name: _____

Social Insurance Number: _____

Date of Birth: _____ / _____ / _____
Day Month Year

Children:

Name	Date of Birth
_____	_____ / _____ / _____
_____	_____ / _____ / _____
_____	_____ / _____ / _____
_____	_____ / _____ / _____
_____	_____ / _____ / _____

Fax completed form to:

Dominion Accounting and Tax Service

Winnipeg: Phone: (204) 774-0015 Fax: (204) 775-3073
All other areas: Toll Free Phone: 1-800-834-3174 Toll Free Fax: 1-866-680-3176

√ **CHECK LIST**

This check list will assist you in gathering the required information needed to complete your taxes. Please include income from all sources and applicable deductions.

Types of Income

- | | |
|--|---------------------------------------|
| <input type="checkbox"/> Employment | T4 T4PS |
| <input type="checkbox"/> Commissions | T4 or T4A |
| <input type="checkbox"/> Pensions | T4A (P), T4A (OAS),
T4 RIF, T4 RSP |
| <input type="checkbox"/> Employment Insurance | T4 E |
| <input type="checkbox"/> Investment Income | T3 T5 T5013 T5008 |
| <input type="checkbox"/> Alimony or Maintenance | |
| <input type="checkbox"/> Self Employed | |
| • Commissions | |
| • Professional | |
| • Rental Income | |
| • Small Business | |
| <input type="checkbox"/> Universal Child Care Benefit | RC62 |
| <input type="checkbox"/> Worker's Comp., Social Assistance | T5007 |
| <input type="checkbox"/> Federal Supplements | T4 (OAS) |

Information Slip

Common Deductions

- RRSP Contributions
 - Union and Professional Dues
 - Child Care Expenses
 - Moving Expenses
 - Carrying Charges and Interest
 - Safety Deposit Box (form T2200)
 - Employment Expenses
- **Requires declaration form from your employer

Other Credits

- Caregiver, Disability Credit
 - Tuition and Education Credit Certificate
- ** Amount from T2202A or transfer from a child or spouse
- Student Loan Interest
 - Charitable Donations,
 - Medical Expenses

Manitoba Property Tax Credits

- Rent Receipts for rent paid
 - Property Taxes paid
- **In Manitoba only one tenant is allowed to claim rent. If you share accommodations you will need to decide with your room mates who will claim the rent paid.