



Certified General Accountant
 Suite 250, 495 36 Street NE
 Calgary, AB T2A 6K3
TEL: 403-568-4341
FAX: 403-568-4381
EMAIL: info@misura.ca

IT'S TAX TIME AGAIN

The Certified General Accountants Association of Alberta recommends this checklist be completed every year prior to commencing the preparation of your tax return. Please complete and return to our office with your tax information. If you own a business, have rental properties, claim employment expenses or have moved during the year. Please complete the appropriate checklist, which can be downloaded from our website at www.misura.ca. Call if you have any questions, we are here to help.

Personal information the same as prior year? YES NO
 (If yes, go to the questions marked with an asterisk*)

Mr Mrs Miss Ms Taxation year _____
 First Name: _____ Last Name: _____
 Date of Birth _____ S.I.N. _____
 Address: _____
 City: _____ Postal Code _____
 Home Phone: _____ Work Phone: _____
 Email _____

Province of residence in December 31
 Do you have Canadian citizenship? YES NO
 Do you have foreign citizenship? YES NO If yes, what country? _____

Became or ceased to be a resident of Canada during the year? YES NO If yes, what date? _____

Marital status on December 31
 Married Widowed Common-law Single Separated Divorced

If Married or Common-law, please complete:

Mr Mrs Miss Ms Spouse's Last Name: _____
 Spouse's First Name: _____ Spouse's S.I.N. _____
 Spouse's Date of Birth _____
 Spouse's net income for taxation year \$ _____
 Did your marital status change during year? No Yes If yes, date of change _____

Dependant Information: (Please include S.I.N. where available)

First Name	Last Name	Date of Birth MM/DD/YYYY	Relationship	S.I.N.	Net Income

Maintenance payments? \$ _____
If you pay, recipients name: _____ S.I.N. # _____

Child care expenses \$ _____
If you pay, recipients name: _____ S.I.N. # _____
Address: _____

Anyone with permanent disabilities? YES NO
Has a T2201 (Disability Tax Credit Certificate) been filed? YES NO

Additional Information:

* Did you own any assets outside of Canada at anytime during the year with a cost in excess of \$100,000 (Canadian)?
YES NO

* Did you pay personal tax installments to CRA this year? YES NO Amount \$ _____

* Authorization for elections Canada? YES NO

* Do you give Misura P.C. permission to email you a PDF copy of your entire personal tax return (as this will not be printed out)?
YES NO Email address: _____

* I have disclosed all sources of income earned this year for preparation of this tax return.

Signature: _____ Date: _____

* All questions marked with an asterisk MUST be completed.

Misura Professional Corporation is not responsible for missing or inaccurate information.