



SEVEN OAKS ADULT LEARNING CENTRE

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Income Tax information for Newcomers to Canada

Why do we pay Income Tax?

The taxes we pay go to providing many different public programs and services, including hospitals, schools, roads, sewers, traffic lights, police and fire departments, national defense, immigration and customs, provincial and national parks and recreation and many more!

What are the advantages of filing an Income Tax Return?

- Getting an income tax refund
- Applying for GST/HST Credit
- Continue to receive the Canada Child Tax Benefit (CCTB).

How do I file my Income Tax?

You can pick up an *Income Tax Package* from any Canada Post Office Outlet in order to file your taxes by paper copy (which you will need to mail to or drop off at 66 Stapon Road Winnipeg MB R3C 3M2).

Or, you can buy a *computer program* to file your taxes on-line (which is quicker). Some examples of computer programs you can buy are Turbo-tax or Can-Tax (Turbo-tax is free on-line if you are low-income.) **Studio Tax** is a *free on-line program for everybody* (<http://www.studiotax.com/en/>). Most programs let you make 5 returns, so you can file using the same program with family or friends and share the cost.

Who will help you with your income tax return? - Volunteer Income Tax Clinics

you can make an appointment at a volunteer income tax clinic during the months of March and April. The clinics help *low-income* Canadians to file their income tax return. See www.cra-arc.gc.ca/volunteers for more information including eligibility criteria.

What you need to have when filing your Income Tax Return?

You must have the following information and documents when filing your Income Tax Return:

- Your income information – T4, T5007, T4A, T4E, T5, etc.
- Date of birth
- Date of entry to Canada
- Your spouse's net income (if applying for GST rebate)
- Your spouse's SIN
- Proper address with the right postal code
- Void cheque to be attached to the Income Tax Return if you require direct deposit for GST or CTB.
- All receipts for medical expenses if you want to claim them. Ask your pharmacist for a printout of all your prescriptions.
- All receipts for charitable donations you made to claim deductions.
- A copy of your last year's tax return; it will help volunteers to ensure they have all the necessary information.
- If you received a T1 package in the mail with personalized identification label, bring it with you.
- Report any changes to your family situation or to your income since last year.
- If you are bringing a return for someone else, bring their SIN and their personal identification information such as, date of birth, address, and spouse's name.

When is your Income Tax Return due?

- Personal Income Tax returns have to be filed on or before April 30th to avoid penalties or interest if you owe taxes

After you file – what next?

- Based on your information, CRA will issue you with a **Notice of Assessment** detailing any changes that may have been made.
- If you are getting a refund, your cheque will be attached to your Notice of Assessment or Direct Deposited to your bank account.
- Any questions you can call CRA General Enquiries line at 1-800-959-8281 or visit their web site at: www.cra.gc.ca

(Information taken from <http://www.isisns.ca/news/newcomers-to-canada-and-income-tax/> and other resources)