

NEW for 2009 Personal Taxes

Home renovation expenses

For 2009 only, you can claim an amount for eligible expenses incurred for work performed or goods acquired after January 27, 2009, and before February 1, 2010.

Eligible Expenses: http://www.cra-arc.gc.ca/E/pub/tg/5000-g/5000-g-04-09e.html#Ex_eligible

Home Renovation Worksheet <http://www.cra-arc.gc.ca/E/pbg/tf/5000-s12/5000-s12-09e.pdf>

Home buyers' amount

You can claim an amount of \$5,000 if you purchased a qualifying home after January 27, 2009 (closing after this date).

2009 Personal Income Tax Return Checklist

1. Personal Information:

- name, address, date of birth, S.I.N., and province of residence on December 31, 2009
- marital/common-law status and spouse/partner's income, S.I.N. and birthdate.
- list of dependants – including their incomes and birthdates
- changes that would affect credits
(Child turns 18; divorce; births; deaths)
- Do you want your tax refund or credit deposited directly to your account in a financial institution?
Yes/No
To start direct deposit, or to change banking information, attach a “void” cheque of your branch, institution and account number.
- Details of foreign property owned at any time in 2009
(including cash, stocks, trusts, partnerships, real estate, tangible and intangible property, contingent interests, convertible property, etc.)
- Do you authorize the Canada Revenue Agency to release your name, address and birth date to Elections Canada for the purposes of updating the National Register of Electors?
- Details of carry forwards from previous years including losses, donations, forward averaging amounts, registered retirement savings plans.

2. Required Information Slips May Include:

T3	T4	T4A	T4A(OAS)	T4A(4PT)	T4A(P)	T4E
T4F	T4PS	T4RIF	T4RSP	T5	T10	T2200
T2202	TFA1	T100	T101	T600	T1163	T1164
CTB	TL11A	T5003	T5007	T5008	T5013	T5018

(Subcontractors) and corresponding provincial slips.

3. Capital Gains and Losses:

- Details of capital gains and losses realized in 2009; new rules permit rollovers for foreign share spin-offs and various foreign share reorganizations.
- Details of previous capital gain exemptions claimed, business investment losses and cumulative net investment loss accounts.

4. **Other Income:**

- business income (can write off Private Health Service Plan premiums)
- partnership income
- rental income
- alimony, separation allowances, child maintenance
- pensions
- interest income received and earned
- interest income earned but not yet received – example Canada Savings Bonds, Deferred Annuities, Term Deposits Treasury Bills, Mutual Funds, Strip Bonds, Compound Interest Bonds
- professional fees
- director fees
- scholarships, fellowships, bursaries
- replacement properties acquired
- other employment income (including stock option plans and Election Form T1212)
- details of income from, or distributions to, foreign entities such as foreign affiliates and trusts

5. **Other Expenses:**

- alimony, separation allowances, child maintenance
- child care expenses
- adoption related expenses
- interest on money borrowed to purchase investments
- moving expenses – including costs of maintaining a vacant former residence
- business and employment purchases like vehicles, supplies, etc.
- accounting fees
- employment expenses – require a signed T2200 “Declaration of conditions of Employment”
- tools acquired by apprentice vehicle mechanics
- investment counsel fees
- safety deposit box fees
- pension plan contributions
- business research and development
- clergy residence deduction information, including **Form T1223**
- film and video production eligible for tax credit
- mining tax credit expenses
- disability supports expenses (speech, sight, hearing, learning aids for impaired individuals and attendant care expenses)
- tradesperson’s tools acquired by an employee

6. **Other Investments:**

- Registered Retirement Savings Plan (RRSP) contributions
- 2008 assessment notice with RRSP contribution limit
- details regarding RRSP - Home Buyers’ Plan withdrawals and repayments; RRSP – Lifelong Learning Plan repayment
- details of your “Pension Adjustment Reversal” if you ceased employment and were in a Registered Pension Plan or a Deferred Profit Sharing Plan (T10 slip)
- Alternative Minimum Tax paid since 1994 on RRSP contributions may be refunded

7. Other Deductions and Credits:

- professional dues
- tuition fees – including mandatory ancillary fees, and Forms T2202, TL11A and TL11D
- charitable donations (including publicly traded securities)
- medical expenses (including medical related modifications to new or existing home and travel expenses)
- political contributions
- If you or one of your dependants was in full time attendance at a college or university, details concerning name of institution, number of months in attendance, tuition fees, income of dependant, Form T2202
- Are you disabled or are any of your dependents disabled? Provide Form T2201 – disability tax credit certificate. This also includes extensive therapy such as kidney dialysis and certain cystic fibrosis therapy.
Also, the transfer rules include relatives such as parents, grandparents, child, grandchild, brothers, sisters, aunts, uncles, nephews or nieces.
- If you provided in-home care for a parent or grandparent (including in-laws) 65 years of age or over, or an infirm dependant relative, a federal tax credit is available.
Also, the caregiver may claim related training costs as a medical expense credit.
- interest paid on qualifying student loans
- information regarding child tax credit receipts
- Children's Fitness Amount
- Tax Credit for Public Transit Passes – Retain your monthly passes and receipts

8. Receipts for 2009 income tax installments (payments of tax).

9. Details regarding residence in a prescribed area which qualifies for the Isolated Area Deduction.

10. Retroactive lump-sum payments: Individuals receiving qualifying retroactive lump-sum payments over \$3,000 after 1994 may be allowed to use a special mechanism to compute the tax.

11. Copy of 2008 personal tax returns, 2008 Assessment Notices and any correspondence from Canada Revenue Agency (CRA).

12. Details of your Pension Adjustment Reversal if you ceased employment and were in a Registered Pension Plan or a Deferred Profit Sharing Plan. (T10 Slip)

13. Do you have any personal interest expense – such as on a house mortgage or vehicle?

If so, it may be possible to take steps to convert this into deductible interest.

14. Have you received the Universal Child Care Benefit of \$100 per month for each child under 6 years of age available to lower and middle income people? This commenced on July 2006

15. You may be able to jointly elect with your spouse or common-law partner to split pension, annuity, RRIF (including life income fund), and RRSP annuity payments that you reported on line 115 and/or line 129.