|  |  |  |
| --- | --- | --- |
| **FOR OFFICE USE** - Return form to Coordinator | Name:  |       |
|  |
| Date:  |       |  |
|  |
|  |
| South Essex Community Council |
| Community Volunteer Income Tax Program |
| **INTAKE FORM** |
|  |
| **Legal Name:**  |       |
|  | (as it is spelled on previous tax returns) |
|  |
| **SIN #:**  |       | **Date of Birth:**  |       |
|  |  |  |  |
| **Address:**  |       |
|  |  |
| **Postal Code:**  |       | **Phone Number:**  |       |
|  |  |  |  |
| \*If you would like to have your paperwork e-mailed to you, provide an e-mail address: |
|       |
|  |
| **Marital Status:** | [ ]  Married [ ]  Single [ ]  Widowed [ ]  Common Law [ ]  Divorced [ ]  Separated |
|  |
| **Did your marital status change in 2020?** | [ ]  NO [ ]  YES **If YES, date of change** |       |
|  |  |
| **Are you a Canadian Citizen:** [ ]  YES [ ]  NO | **Spouse/Partner Citizenship:**  |       |
|  |  |
| **If you are a Canadian Citizen, may we provide your Name, Address & Date of Birth to Elections Canada to update the voting list?** [ ]  YES [ ]  NO |
|  |
| **Did you live in Ontario on December 31st, 2020?**  | [ ]  YES [ ]  NO |
|  |
| **Did you enter Canada (or leave Canada) for work last year?** | [ ]  YES [ ]  NO |
|  |
| **Do you want to apply for a G.S.T./H.S.T rebate?**  | [ ]  YES [ ]  NO |
|  |
| **If you are eligible to receive the Trillium benefit, how would you like it paid out?** |
| [ ]  Monthly installments [ ]  Single payment in June **2022** |
|  |
| **Rent/Property Tax** |
| **Landlord Name** | **Months** | **Rent Paid** | **Address** |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
|       |       |       |       |
|  |
| **Property Tax Amount:** | $       | **Municipality paid to:** |       |
|  |  |  |  |
| **CHECK OFF APPLICABLE INCOME STATEMENTS** |
| Please check off applicable forms and, if more than one, how many brought of each: |
|  |
| [ ]  | **T4** Salary & Wages | [ ]  | **T4RSP** Reg. Retired Savings Plan |
|  |
| [ ]  | **T4A** Pension & Other income | [ ]  | **T3** Statement of Interest Trust |
|  |
| [ ]  | **T4A(OAS)** Old Age Security | [ ]  | **T5** Interest & Dividend Payments |
|  |
| [ ]  | **T4A(P)** Canada Pension Plan | [ ]  | **T5007** Workers Comp/Social Assistance |
|  |
| [ ]  | **T4E** Employment Insurance Benefits | [ ]  | **RC210** Working Income Tax Benefit |
|  |
| [ ]  | **T4RIF** Registered Income Fund Benefits | [ ]  | **(NOA)** **Last Year’s Notice of Assessment** |

|  |
| --- |
|  |
| **CHECK OFF APPLICABLE DEDUCTIONS/EXPENSES** |
|  |
| [ ]  | RRSP Payments | [ ]  | Student Loans |
|  |
| [ ]  | Rent receipts | [ ]  | If Retired – Group Life Insurance  |
|  |
| [ ]  | Children under 19 years | [ ]  | Child Support/Alimony  |
|  |
| [ ]  | Property Tax | [ ]  | Union Dues |
|  |
| [ ]  | Charitable Donations | [ ]  | **T778** Child Care Expenses Receipts |
|  |
| [ ]  | Medical Expenses (over $300.00)  | [ ]  | Child fitness & art Activity Receipts |
|  |
| [ ]  | **T2201** Disability certificate | [ ]  | Public transit receipts |
|  |
| **Name of Babysitter and SIN # if not daycare:** |       |
|  |  |
| **CHILDREN (Under 18 years old) WHO LIVED WITH YOU THIS YEAR:** |
|  |
| **Child’s Full Name** | **Birth Date****(MM/DD/YYYY)** | **Male** | **Female** | **Child’s****Income** | Did child live with you for the entire year? If NO, provide explanation on separate sheet of paper. |
|       |       | [ ]  | [ ]  | **$**      | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |
|       |       | [ ]  | [ ]  | **$**       | [ ]  YES [ ]  NO |