

## **NCC Tax Clinic Checklist**

### **List of Documents/Information to Bring with you to your appointment:**

1. Social Insurance Number.
  - All family members who will be filing their Taxes including spouse, working youth or children under 18.
  
2. Name and Date of Birth
  - All family members, including newborn children and all children under the age of 18.
  - As written in the official documents (please bring them with you). Examples are a birth certificate, Driver's license, health card, Confirmation of Permanent Residents
  
3. Home address that you live at for the year 2024
  - All addresses you were living at throughout the last year and the new address you are living in now.
  
4. Rent receipts for the year 2024
  - All the rent receipts for all the addresses you lived in throughout the year.
  
5. T4 (Work)
  - Even if you are a working youth.
  - Uber Eats and Skip the Dishes send an email to show your income for the whole year, including tips. (you should know your car expenses and keep your receipts.)
  - Self-employed need their business information.
  
6. T5007 (Statement of benefits from Ontario Works or IRCC )
  
7. T2202A (Post-secondary Students)
  
8. Receipts of any donations made
  
9. Receipts on any Medical Expenses (drug prescriptions, dental care, eye care etc.)
  
10. Disability Tax Certificate for any family member (if applicable)
  
11. Banking information for Direct Deposit if it is not already set up
  - A void cheque or direct deposit information from your bank or your mobile app.
  
12. Last year's tax return (for those who were here last tax season).

\*\*\*This Tax Clinic is Free and run by volunteers who will help you file your taxes. If your income is more than \$45,000 a year, we cannot provide you with this Free Tax Clinic Service. You will need to find other options to file your taxes.