



**Certified General Accountant**  
**Suite 250, 495 36 Street NE**  
**Calgary, AB T2A 6K3**  
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**Fax: 403-568-4381**  
**Email: reception@misura.ca**

## **IT'S PERSONAL TAX TIME!**

It's that time of year again and in order to prepare your personal tax return please forward the following information, where applicable, to my office:

- Notice of Assessment from prior year
- All T-slips (T4's, T3's, T5's, etc.)
- Tip information if applicable
- Universal child care benefit (RC62)
- RRSP contribution slips
- Medical receipts, including private health care premiums
- Donation slips
- Business/proprietorship income (please refer to our business checklist)
- Investment income (broker statements, cost and sale information)
- Real estate (sale documents, details of purchase)
- Child care expenses
- Moving expenses (please refer to our moving checklist)
- Tuition receipts
- Safety deposit box
- Public transit passes
- Children's fitness receipts (limit \$500 per child)
- Commission income; a signed T2200 (please refer to our employment checklist)
- Union or association dues
- Rental income (please refer to our rental checklist)
- Taxable alimony support received
- All Canada Revenue Agency correspondence
- All additional information deemed to be relevant

Should you have any questions, do not hesitate to contact me at (403) 568-4341 or via email at [info@misura.ca](mailto:info@misura.ca). Otherwise, please feel free to drop off your information with our receptionist during our normal working hours of 8:00 a.m. to 4:30 p.m., Monday through Friday (excluding holidays).

Sincerely,

**MISURA PROFESSIONAL CORPORATION**

Nicole E. Misura-Leitch, C.G.A.

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