



**Tax returns for individuals (employees or students)
Documents to prepare 2019**

Name: _____ **File # :** _____
Date submitted: _____

*Make sure you have all your documents in hand.

SLIPS	✓
Employment income (including your T4s and RL 1 from your employers)	
Any other slips (T3, T5, T4A, T4AP, T4E, T4RSP, T4RIF, RL 2 and 3, etc.)	
Old Age Security Benefits	
Benefits of the Régie des rentes du Québec	
Advance Payments Child Care Expenses (Relevé 19)	
Other pension and retirement income	
Employment Insurance Benefits (You must go and get the T4E slip online if you applied for Employment Insurance online)	
Social assistance benefits	
Information on the occupancy of a dwelling (RL-31) (if renting)	
Cadastre number of your residence (if owner) (written on your municipal tax bill)	
Compensation from the CSST or the SAAQ	
RECEIPTS	✓
RRSP contributions	
Union or professional dues	
Employment Expenses (tools, work boots, etc.)	
Medical expenses (prescriptions, dentist, glasses, etc.)	
Tuition fees (CEGEP, university, vocational training, etc.)	
Transit passes	
Charitable donations	
Contributions to political parties	
Childcare expenses	
Physical / artistic / recreational activities for children	
Moving expenses	
Interest paid on a student loan	
FOR SELF-EMPLOYED PERSONS	✓
Your accounting documents ready. (to prepare your documents, the usual hourly rate of \$ 25 per hour will apply.)	
OTHER DOCUMENTS	✓
Confirmation of Universal Child Care Benefit	
Notice of assessment from previous year	
Correspondence from CRA and Revenu Québec	
Register of rental income and expenses	
Amount for persons with disabilities (T2201 and TP-752.0.14)	
Declaration of Working Conditions (T2200 and TP-64.3)	