

2018 Income Tax Kit

Instructions:

1. Please complete the following documents
 - 2018 T1-Engagement Agreement
 - Canada Revenue Agency (CRA) Form T1013 Authorizing or Cancelling a Representative (highlighted sections)
 - Information Return for Electronic Filing of an Individual's Income Tax and Benefit Return (highlighted sections)
 - 2018 Income Tax Preparation Checklist
 - Medical Expense Spreadsheet
2. Please ensure that you have all of the required supporting information, including but not limited to:
 - Income from all sources
 - Medical Expenses included on the spreadsheet
 - Childcare expense receipts included in your tax return
 - Donation receipts included in your tax return
 - Any other supporting documents for expenses claimed on your tax return

All tax returns completed by TaxWise Inc. will be electronically filed (as required by the Canada Revenue Agency) and will have information imported directly from the Canada Revenue Agency (if applicable). If there is a discrepancy with the information provided by you and the information provided by the Canada Revenue Agency, we will require additional supporting documents from you.

Misreporting your income is costly and will result in penalties. Repeatedly misreporting your income will result in substantial penalties which are difficult to appeal. Please ensure you have completed your package correctly.

If you require additional copies of any documents, please visit us at www.taxwise.ca/forms.

We look forward to preparing your tax return(s).

Best Regards,

TaxWise Inc.
www.taxwise.ca
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