

2025 Personal Income Tax Preparation

Checklist

Make sure you have all your t-slips and relevant information.

Personal Income Tax filing deadline is April 30, 2026.

Self-employed filing deadline June 15, 2026 & Payment deadline April 30, 2026



REFERENCE INFORMATION

2024 Income Tax Assessment

Access to your Canada Revenue Agency **"My Account"**

Canada.ca/taxes – information from CRA including General Income Tax and Benefit Guide, other Guides, Forms

Choose your tax preparation software to **Netfile** or contact an **Income Tax Preparer** to complete your return

INCOME SOURCES

<input type="checkbox"/>	T ₄	Employment Income	<input type="checkbox"/>	Capital Gain/Loss - securities & other capital property (not included on T5008)
<input type="checkbox"/>	T _{4E}	Employment Insurance Income	<input type="checkbox"/>	Foreign Income
<input type="checkbox"/>	T _{4A}	Pension, Retirement, Annuity & Other Income (including CERB Benefits)	<input type="checkbox"/>	Self Employed Income (& expense receipts)
<input type="checkbox"/>	T _{4A(P)}	Canada Pension Plan (CPP)	<input type="checkbox"/>	Rental Income (& expense receipts)
<input type="checkbox"/>	T _{4A(OAS)}	Old Age Security (OAS)	<input type="checkbox"/>	Spousal Support Income (from Divorce)
<input type="checkbox"/>	T _{4RSP} / T _{4 RIF}	RRSP / RRIF Income	<input type="checkbox"/>	Other Income
<input type="checkbox"/>	T ₅ / T ₃ / T5008	Investment Income	<input type="checkbox"/>	US Citizens Residing in Canada / Other Foreign Residents
<input type="checkbox"/>	T5013 / T101	Partnership / Resources Income	<input type="checkbox"/>	Report Sale of Primary Residence

DEDUCTIONS & TAX PAID

<input type="checkbox"/>	RRSP Contribution Receipts	<input type="checkbox"/>	Digital News Subscription Tax Credit
<input type="checkbox"/>	Union & Professional Dues	<input type="checkbox"/>	Home Office Expense for Employee Credit
<input type="checkbox"/>	Charitable Donations Receipts	<input type="checkbox"/>	Employment Expenses - T2200 Declaration of Conditions of Employment (from Employer), Complete T777, Receipts
<input type="checkbox"/>	Education & Tuition Receipts (T2202A)	<input type="checkbox"/>	Eligible Educator School Tax Credit (Max \$1,000 in receipts, Employer Declaration)
<input type="checkbox"/>	Interest Paid on Eligible Student Loans	<input type="checkbox"/>	Moving Expenses (+40km for employment, business or education)
<input type="checkbox"/>	Child Care Expenses	<input type="checkbox"/>	First Time Homebuyers Tax Credit
<input type="checkbox"/>	Spousal Support Paid	<input type="checkbox"/>	Interest Paid on Investment Loan
<input type="checkbox"/>	Medical Expense Receipts	<input type="checkbox"/>	Political Contribution Receipts
<input type="checkbox"/>	Disability Certificate	<input type="checkbox"/>	Rent / Property Taxes Paid
<input type="checkbox"/>	Canadian Caregiver Amount	<input type="checkbox"/>	Foreign Tax Paid
<input type="checkbox"/>	Home Accessibility Expenses (Max \$10,000 for qualifying Individuals)	<input type="checkbox"/>	Installment Payments