

Income Tax Drop-off Checklist

Instructions: Bring in the following forms if you received income from any of these sources.

Income Received	Form Required	X
ODSP or OW, or any type of Social Assistance, or Worker' Compensation	T5007	
Employment Income	T4	
Employment Insurance Benefits	T4E	
Other Benefits: CPP, Disability, Retirement, Survivor or Death Benefit	T4A(P)	
Old Age Pension (if you are over 65 years old)	T4A(OAS)	
Retirement Pension	T4A	
RRSP withdrawals	T4RSP	
RIF Withdrawal	T4RIF	
Interest from a Bank or Credit Union	T5	
Tuition (receipt available on school's website)	T2202A	
Any T4A form with an amount in Box 105 must be accompanied by a T2202A form from a college or university	T2202A	

Instructions: Bring in the following forms if you have paid any of these expenses.

Expense Paid	Form Required	X
Proof of Rent Paid	Receipt from your landlord or one social assistance stub that states: Pay Direct-Land"	
Proof of Property Taxes Paid	City of Windsor Final Tax Assessment (Blue Form)	
Disability Tax Credit	CRA Letter stating the dates DTC is in effect	

**If you do not have your proper forms, please call CRA at 1-800-959-8281 to mail the forms to your home.
You NEED all income and expense forms for proper completion of your taxes.**