

Tax Clinic Frequently Asked Questions

Eligibility

Family Size	Max. Income
1 Person	\$40,000
2 People	\$55,000
3 People	\$60,000
4 People	\$65,000
5 People	\$75,000
Additional Person	+\$5,000

Can you help me if I didn't file last year?

- Yes, we are happy to help you file for last year and even previous years.

I missed the tax deadline for this year; can you still file my taxes?

- Yes, we file taxes year round.

What is simple or basic tax filing?

A simple or basic tax situation includes income from:

- Employment
- Pension
- Government benefits (CPP, OAS, disability insurance, EI, social assistance)
- Registered Retirement Savings Plans (RRSPs)
- Scholarships, fellowships, bursaries, or grants
- Interest income under \$1,200

What do I need to bring?

- Government ID
- Social Insurance Number (SIN)
- Tax Slips:
 - T4, T4E, T5, T5007
 - T4A, T4A(P), T4A(OAS); Pension
 - T2202A; Tuition
- Receipts For:
 - Charitable donations
 - Medical/dental
 - Child Care
 - RRSP Contributions
 - Last Year's Notice of Assessment

What do you not do at the tax clinic?

- We do not prepare:
 - Self-employed income tax (unless \$1,000, no expenses) including Uber and Skip the Dishes drives
 - Rental income
 - Investment income
 - Capital gains/losses
 - Farming & fishing income
 - Bankruptcies
 - Deceased person's returns
 - Interest exceeding \$1000
 - Employment expenses
 - Other tax returns that require a professional accountant

What do I do if I am missing any items?

- If you are missing any of the items listed above, you can call *CRA at 1-800-959-8281* to ask for a copy or meet one-on-one with one of our Financial Empowerment Team members.

Who will be filing my taxes?

- Our tax clinics are offered by trained volunteers through the CRA's [Community Volunteer Income Tax Preparer](#) program. Each volunteer completes required training and screening, and they are ready to help file your taxes and apply for benefits that you qualify for. Please come with all of your information.

If you need extra support to gather information, please contact

financialprogams@norwoodcentre.com to book an appointment for one-on-one support.

What is the process to file my taxes?

1. Gather all your documents as listed above.
2. Come to any Building Financial Futures Tax Clinic with your prepared documents. Clinics may be drop-in or by appointment.
3. You will meet with a person to confirm your eligibility.
4. You will work with a tax filer who will complete your taxes.
5. We will submit your taxes and you will leave with your documentation and taxes completed!