

Employee initials:

Deposit date:

Complete deposit:



LIST: DOCUMENTS TO BRING

Name of requestor

Name of partner

Documents to bring

Mandatory

- Last federal **and** provincial notice of assessment*
- Last federal **and** provincial income tax return (only for new clients)*
- Cheque specimen if never requested direct deposit - **Mandatory** for Solidarity Tax Credit*

Income

- Employment income: T4 (federal) / Relevé 1 (Quebec)*
- Investment income: T3, T5, T4A, T5008
or Summary of gains / losses, etc.*
- Scholarship: T4A*
- Public retirement: Old age security: T4A (OAS) + QPP: T4A (P) *
- Employment Insurance (unemployment): T4E slip*
- Parental insurance benefits (parental leave): T4E slip*
- CSST, SAAQ, Welfare: T5007/Slip 5*
- Self-employed (income & expenses) [Fill the form](#)
- Work expenses: TP-64.3+T2200 (**Only** if you have eligible expenses)
- Work expenses [Fill the form](#)
- Rental income (income & expenses) [Fill the form](#)
- Rental income (Building history) [Fill the form](#)
- T1135 if you own more than 100 000\$ of assets outside Canada
- Arrivals or departures from Canada [Fill the form](#)
- Principal residence disposition [Fill the form](#)

Kids

- Childcare expenses
 - RL-24 Not Subsidized
 - RL-30 Subsidized *
- Childcare tax credit advance payments: Slip 19*
- Universal Child Care Benefit (UCCB)
 - RC62 form (2016 and under)
- Children's Fitness Tax Credit, Children's art tax credit*

Other

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Impôts Ici !
info@impots-ici.com
825 Laurier East

Provincial government
514 864-6299

Federal government
1 800 959-7383

* Item included in our base price. Extra fees applies if more than 10 slips. All other documents result in additional charges, including those not mentioned.

Fees estimation detail

Item	Estimated quantity	Fee before taxes
Loyal client – no appointment needed		71.95\$
New client – no appointment needed		88.95\$
Loyal client – appointment needed		108.95\$
New client – appointment needed		125.95\$
Arrival or departure in Canada		25.00\$
Work expenses schedule (now includes senior accountant upgrade)		134.95\$
Rental income schedule (now includes senior accountant upgrade)		134.95\$
Business income (self-employed) (50% if no expenses) (includes sr accountant upgrade)		134.95\$
Express		Depending on date
Remote management		65.95\$
Deceased person (in addition to the base price)		134.95\$
Supplement – complete file deposited after March 15th		12.50\$
Supplement – complete file deposited after March 31st		25.00\$
Senior accountant upgrade		22.00\$
Tax masters supplement		+60%, min. 119.95\$
Registered mail (by recipient / envelope)		22.00\$
Multiple slips (per slip, 10 slips included in the base price)		3.25\$ / excess slip
Moving fees		79.95\$
GST/QST return		
Foreign tax credit / Foreign exchange calculation		Billed per minute
Optimization – spouse or child not processed by us		Technician: 1.85\$
Trust / estates (minimum 249.95\$) / Post-bankruptcy (min. 184.95\$)		Senior techn.: 2.25\$
T1135 (minimum 50\$) / T1161 (minimum 50\$)		Accountant: 2.85\$
Medical fees (first 10 invoices are free)		Senior account.: 3.60\$
Property disposition / Principal residence / Capital gains		Tax master: 5.50\$

Conditions

Pricing

I acknowledge and accept the prices above. A deposit could be required. In the eventuality some elements have not been identified at the moment of **evaluation**, I will be contacted to seek my approval for the price.

X

Payment by cash or debit card only.

X

Service without appointment

I understand I will not meet an accountant.

X

I understand the technicians are not trained to give tax information when picking up my return.

X

It is possible to change to the service with appointment, but discount is then lost.

X

Maximum 4 weeks of treatment, unless Express Service is chosen.

X

Treatment delays begin once all documents are received (complete file).

X

Pick-up

Appointment

Service with appointment

I understand I must not bring any missing documents before my appointment. The information will be treated during the meeting.

X

Accountant : _____