

Register for a Free Tax Filing Clinic with the Oak Park Neighbourhood Centre!

We provide free, year-round tax filing for eligible Halton residents. We are currently filing returns virtually or by pre-arranged drop-off. All you need to do is complete and email or drop off the form below!

Who can use this service?

✓ Halton residents who have a combined household income at or below the following amounts:

1 person	\$35,000 or less
2 persons	\$45,000 or less
3 persons	\$47,500 or less
4 persons	\$50,000 or less
More than 4 people	\$50,000 plus \$2,500 for each additional person

✗ We CANNOT file for residents who are self-employed (i.e., Uber or InstaCart) or have employment expenses, unless your income in Box 48 of the T4A is less than \$1000 and no expenses are claimed.

What if I'm married or have a common law partner?

If you both want to use our tax clinic, each partner must fill out a registration form. If your partner does not use our tax clinic, please provide us with their Name, Date of Birth, SIN# and net income for 2021 as it will be required for your tax return.

Not sure if you're common law? It is defined as a couple with a child who has lived together for a year or more or a couple without a child who has lived together for 3 or more years.

How to register for a clinic:

1. Gather the documents you need to complete the form:

- SIN
- Rent receipts / property tax receipts
- Income slips (e.g., T4/T5007/etc)
- Tuition / RRSP slips
- Medical / dental receipts

2. Fill out each section of the form completely in clear printing.

3. Email the completed form and all income slips **in a single e-mail** to support@opnc.ca **OR contact us** to arrange a drop-off at our office (2200 Sawgrass Dr or 125 North Service Road in Oakville).

Questions? Contact Sue at (905) 257-6029 ext.103 or support@opnc.ca

2021 Oak Park Neighbourhood Centre Income Tax Registration Form

Please complete a separate form for each person needing a tax return filed

If you need help filling out this form, call Sue at 905 257 6029 ext. 103 or e-mail support@opnc.ca

Other than 2021, what years do you need taxes filed for? _____

SIN #: _____ First Name: _____ Last Name: _____

Date of Birth: yy____/mm____/dd____ E-mail _____

Current Address _____ City _____ Postal Code _____

Phone# _____ Language Spoken at Home _____

May we provide your name, address and Date of Birth to Elections Canada to update the voting list? Y__ N__

Marital Status at December 31, 2021

Single____ Married____ Common Law____ Separated____ Divorced____ Widowed____ Common-Law____

Spouse's name, if married or common law: _____

If your marital status changed in 2021, please provide the date of the change: _____

Do you have children at home or other dependents?

YYYY/MM/DD

First & Last Name _____ Date of Birth _____ son/daughter

First & Last Name _____ Date of Birth _____ son/daughter

First & Last Name _____ Date of Birth _____ son/daughter

Rent Paid / Property Tax / Home Ownership

Total rent you paid in 2021 _____ **Total** property taxes you paid in 2021 _____

Do you own any foreign property worth \$100,000 or more? Y__ or N__

Did you sell your primary residence last year? Y__ or N__ If yes, we will contact you for more information.

If you paid **property tax** and were **64 or older on Dec. 31, 2020**, you could be **eligible** for the **Ontario Seniors Homeowners' Property Tax Grant**. Would you like to apply? Yes __ or No __

Citizenship

Canadian Citizen ____ Permanent Resident ____ Refugee ____ Newcomer + Date of Arrival (yy/mm/dd) _____

If you receive a Foreign Pension, what is the total you received this year in Canadian dollars \$ _____

Income Slips (Check all that apply and include the slips with this form)

T4 Employment ____ T4A Other Income ____ T4A(P) Pension ____ T4A(OAS) Old Age Security ____

T4E EI/other Benefits ____ T4RIF/T4RSP RRSP Income ____ T5007 ODSP/OW/WSIB ____

T5/T3/T5008 Investment ____

Did you receive CRB ____ CRCB ____ CRSB ____ CWLB ____

If you made a government repayment, what was the amount? _____

Deductions (enter total amount and attach tuition or RRSP forms). If audited you will be required to provide receipts.

Total amount of Medical fees not covered by health plan \$ _____ Dental not covered by health plan \$ _____

RRSP Contribution \$ _____ Charitable Donations \$ _____ Tuition (T2202) \$ _____ Childcare \$ _____

Home Office Claim: Employees who worked more than 50% of the time from home, for **at least** four consecutive weeks in 2021 due to the COVID-19 pandemic, can claim \$2 for each day worked from home to a maximum of **\$500 per individual**. Vacation/sick days cannot be claimed. **# of Days you want to claim:** _____

Have you filed a **T2201 disability form** with CRA and are eligible to claim the **Disability Tax Credit**? Yes ____ No ____

***Please send your 2020 Notice of Assessment along with this registration form, income statements and deductions ***

- Income statements and deductions
- 2020 Notice of Assessment (if you filed last year)

Consent & Declaration

I _____ declare that I have answered all the questions in this form truthfully, accurately and completely, with the correct amounts, and that I have provided you with all the income tax slips that I possess. I authorize Oak Park Neighbourhood Centre to complete and file my tax return(s).

Signature

Date

