

**LESTER LANDAU**

Chartered Professional Accountants



**Iqaluit**

PO Box 20, Iqaluit, NU, X0A 0H0  
Tel: 867.979.6603 Fax: 867.979.6493

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ᐱᖃᐱᐱ: 867.979.6603 ᐱᖃᐱᐱᐱ: 867.979.6493

**Rankin Inlet**

PO Box 147, Rankin Inlet, NU, X0C 0G0  
Tel: 867.645.2817 Fax: 867.645.2483

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**INFORMATION TO ENCLOSE - 2022**

Name \_\_\_\_\_

**INFORMATION SLIPS**

Have you enclosed all T4's, T5's and other information slips?  Yes  No  
Have you enclosed your prior year Notice of Assessment?  Yes  No

**PERSONAL INFORMATION**

Have we prepared your tax return before?  Yes  No  
Is all personal information the same?  Yes  No

(If the answer to either question is no, please fill out tax organizer)

**OTHER INFORMATION** (if any apply, please check off and include the slips or information)

- Adoption expenses
- Capital gains or losses
- Charitable donation receipts
- Childcare receipts
- First time home buyer – Location \_\_\_\_\_
- Foreign assets > \$100,000
- Home Buyer's Plan repayment
- Interest expenses for investments
- Medical receipts
- Moving expenses not covered by employer
- Rental properties – revenue & expenses
- Sale of property - Investment property:
- RRSP contribution receipts
- Self-employment information
- Spousal support
- Student loan interest
- Student tuition receipts
- Tax installment payments
- Teacher's supplies
- Tradesperson's tools
- Travel deduction
- Union or professional dues
- Volunteer Fire Fighter/Search and Rescue

Sale Price \_\_\_\_\_ Purchase Price \_\_\_\_\_ Year purchased \_\_\_\_\_  
Address \_\_\_\_\_

Sale of property - Principal residence:  
Sale Price \_\_\_\_\_ Purchase Price \_\_\_\_\_ Year purchased \_\_\_\_\_  
Address \_\_\_\_\_

Have you rented your house or a room in your house on AirBnB?

If you are employed in the hospitality industry (waiter / waitress), did you earn any tips or gratuities during the year? If so how much \_\_\_\_\_.

If you are a taxi driver, a GST return must be filed. Are we to complete these? GST# \_\_\_\_\_

Did you work from home in 2022? If so, please fill out our work from home sheet (included in this package).

**Other Information**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



**The following questions must be answered before your return can be e-filed:**

Did you sell your residential home or other property in the current year?  Yes  No

Are you/spouse Canadian citizen(s)?  Yes  No

Do you agree to the Canada Revenue Agency providing your name, address and date of birth to Elections Canada to keep the national voters list up to date?  Yes  No

Do you agree to Canada Revenue Agency providing your name, address and email to the territory of Nunavut for the purpose of being contacted about organ and tissue donation to maintain the registry?  Yes  No

Do you own foreign property at any time during the year with a cost of more than CAN\$100,000?  Yes  No

Did you own an interest in a foreign affiliate at any time during the year?  Yes  No

**NORTHERN RESIDENCE DEDUCTION**

Did you live in Nunavut since January 1<sup>st</sup> for the year(s) filing?  Yes  No

If you answered no, please provide us with your former address and the date you moved here or left.

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Did you have housemates or roommates (including family)?  Yes  No

If you shared accommodations with others, provide a list of people who lived with you (including your spouse but not including dependent children). Are any of them claiming a Northern Deduction? If so, how much are they claiming? Full = Basic claim per day plus the additional claim per day for the house / apartment that you live in.

**Note:** If any person in the household has claimed Full then no one else can claim anything.

Name \_\_\_\_\_ Claiming deduction?  Full  Basic  None

Name \_\_\_\_\_ Claiming deduction?  Full  Basic  None

**TRAVEL DEDUCTION**

Did your employer report a travel benefit in Box 32 of your T4 slip?  Yes  No

Did you travel or go on vacation?  Yes  No

If yes to both questions, please complete the separate **Travel Deduction Form** (enclosed).

**DIRECT DEPOSIT**

Does CRA have your banking information?  Yes  No

If no to the above, provide banking information to change the account CRA has or start the direct deposit.

Transit/Branch# \_\_\_\_\_ Bank/Institution Code \_\_\_\_\_ Account# \_\_\_\_\_ Taxpayer

Transit/Branch# \_\_\_\_\_ Bank/Institution Code \_\_\_\_\_ Account# \_\_\_\_\_ Spouse

## TRAVEL DEDUCTION - T2222

If you have an amount in box 32 of your T4 Slip, you are allowed to deduct travel for up to two vacation trips per year for yourself and each member of your household. Each member of the household is limited to two trips per year regardless of the number of box 32's per household. If you have an amount in box 33 of your T4 slip you may claim an unlimited number of medical trips.

**PLEASE COMPLETE A SEPARATE FORM FOR EACH TRIP.**

Trip # \_\_\_\_\_

Destination: \_\_\_\_\_

Purpose of trip:    Vacation                       Medical

Names of people traveling:	Departure date	Return date	# of trip days
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
		Total Number of Days	_____

**TRIP EXPENSES**

Airfare (attach tickets)	\$	-
Hotel (attach receipts). See <b>Note 2</b>		-
Meals ( <b>\$69 per person per day for 2022</b> ) <b>Note 3</b> Less - All inclusive days                      0		-
Car rental (attach receipts)		-
Other (attach receipts). See <b>Note 1</b>		-
Total actual cost of trip	\$	-

**Note 1:** Other may include taxis, excess baggage, fuel for vehicles, ferries, train, bus, shuttles, etc.

**Note 2:** Hotel can only include the cost of the room and parking plus all applicable taxes.

**Note 3:** Meals are \$51 per person per day for 2019 and prior years. \$69 per person per day 2020 forward.

Airfare	Hotel	Car Rental	Other
\$ -	\$ -	\$ -	\$ -

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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
Total Number of Days			_____

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Airfare	Hotel	Car Rental	Other
\$ -	\$ -	\$ -	\$ -

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## Working-from-Home Deduction 2022

Name: \_\_\_\_\_

Due to the COVID-19 pandemic many people began working from home. Because of this, the CRA has introduced new methods for claiming a deduction for home office expenses for the 2021 tax year. To determine if you are eligible to claim this deduction for the 2021 tax year, please answer the following questions:

Did you work from home at any point during 2022 due to COVID-19?      YES                      NO

Were you required to pay expenses relating to working from home that were not, and will not be, reimbursed by your employer?                      YES                      NO

If yes, was there a period of at least four (4) consecutive weeks in which you were working from home more than 50% of the time?                      YES                      NO

If you answered yes to all the above questions, you qualify to claim the deduction for home work expenses in 2022 using the SIMPLIFIED method. If you were working from home for reasons **other than** COVID-19, please indicate here

### CLAIMING THE SIMPLIFIED METHOD

You are eligible to claim the simplified method if you meet the above eligibility requirements. The simplified method uses a flat rate of \$2 for each day you worked from home, up to a maximum of \$500.

**Please provide the total number of days you worked from home in 2022: \_\_\_\_\_ x \$2 = \_\_\_\_\_ (maximum of \$500)**

If you are planning to claim using the detailed method, there are additional forms that need to be completed. Please indicate to one of our staff that you would like to claim using the detailed method and we will provide the forms to you.

Taxpayer Signature: \_\_\_\_\_

Date of Signature: \_\_\_\_\_