

# CANADIAN CATHAY TAX (加泰税务)

1027 McNicoll Ave, 2<sup>nd</sup> Floor, Toronto ON M1W 3W6

Tel: 416-496-0080 Fax: 647-478-8177 [info.canadiancathay@gmail.com](mailto:info.canadiancathay@gmail.com)

## INFORMATION FOR PERSONAL & SOLE-PROPRIETORSHIP INCOME TAX RETURN (T1) – 201\_\_ 年个人报税资料

(Each individual needs a form 每人需填一份)

### A. Personal Information 基本情况

(Please provide last year's tax return if available, as well as the Notice of Assessment 如有去年报税表和税局回执, 请提供)

1. Name, address, and telephone # 申报人姓名, 地址, 及电话
2. SIN and SIN for the spouse (if applicable) 社会保险号及配偶社会保险号(如有)
3. Marital status and spouse name (if applicable) 婚姻状况及配偶姓名(如有)
4. Date of birth and date of birth for the spouse (if applicable) 出生年月日及配偶出生年月日(如有)
5. Date of entry into Canada (if landed in 201\_\_) 如是 201\_\_ 年来的, 说明日子
6. Names of children (if any) and their date of birth 小孩姓名及出生年月日
7. Any other dependent 其他生活依赖于你的亲人
8. Foreign property if cost more than \$100,000 成本在 10 万以上的海外资产
9. Rent or property tax paid in 201\_\_ 年住房房租或已缴地税金 (provide the name, address, # of months, and rent paid for each landlord, 如交房租, 说明每个房东姓名, 地址, 月数, 及租金)

### B. Business Income/Expense Information (applicable only if you have a sole-proprietorship business) 生意情况(如有个体生意)

1. Business name if registered and BN# 生意名称及税号
2. Type of business and main product or service (give an example) 什么生意, 主要产品或服务
3. Business income and expense: 收入与费用
  - 1) Total sales of the year \$\_\_\_\_\_ (HST included \_\_\_\_\_) 全年总营业额(包括 GST/HST \_\_\_\_\_)
  - 2) Opening balance of inventory (\$0 for new business) 年初库存, 新生意为零  
Ending balance of inventory 年终库存  
New purchases of inventory during the year (please separate HST if applicable) 全年进货总额, 如有 HST 登记, 请分开
  - 3) Expenses: please summarize them in the following categories (separate HST if applicable) 费用按下列分类:

| Categorized Expenses 分类费用                     | Gross Amount \$ | HST Included | Categorized Expenses 分类费用                             | Gross Amount \$ | HST Included |
|---|-----------------|--------------|---|-----------------|--------------|
| a) Advertising & promotions 广告和推广费用           |                 |              | b) Business license & membership 商业执照和专业会员费           |                 |              |
| c) Postage & delivery 邮寄快递                    |                 |              | d) Telephone 电话                                       |                 |              |
| e) Business Insurance 商业保险                    |                 |              | f) Interest /bank charge 利息/银行费用                      |                 |              |
| g) Maintenance & repairs 维修                   |                 |              | h) Meals & entertainment 用餐娱乐                         |                 |              |
| i) Auto expense (or Attachment B) 汽车费用(或附件 B) |                 |              | j) Office expense 办公费用                                |                 |              |
| k) Legal & accounting 律师会计                    |                 |              | l) Rent & occupancy costs (or Attachment A) 租金(或附件 A) |                 |              |
| m) Wages & benefits 工资福利                      |                 |              | n) Travel 旅行  |                 |              |
| o) Utilities 水电气                              |                 |              | p) Miscellaneous 杂项                                   |                 |              |
| q) Other expenses 其它费用                        |                 |              | r) General & admin 行政费用等                              |                 |              |

4. If fixed assets were purchased during the year (i.e. equipment, computer, furniture...), please indicate the type of assets and cost amount 如果 201\_\_ 年购置了固定资产 (如电脑, 设备等), 请说明是什么资产及其买价.
5. If the business was purchased from someone else during the year, provide the contract 如果生意是从别人买来的, 请提供买卖协议.

### C. Real Estate Rental Income/Expenses Information (applicable only if you have a home/real-estate rental) 地产出租情况(如有房产出租生意)

Use Attachment A for rental information 附件 A

### D. Other Sources of Income 其它收入

If you have income from employment, pension, EI, dividends, interest, capital gain on sale of properties, RRSP, etc., please provide all the slips and documents (T4, T4A, T4E, T3, T5, UCCB, etc.) 如有工资, 退休, 失业金, 投资等收入, 请提供 T4, T4A, T4E, T3, T5, UCCB, 等.

### E. Other Information 其它

If you have political contributions, donations, RRSP contributions, moving expense, tuition fees, childcare expense, etc., please provide receipts or other documents. 捐款, RRSP 收据, 搬家费用, 儿女照看费, 学费等

Date 日期: \_\_\_\_\_ Name: \_\_\_\_\_ Signature 签字: \_\_\_\_\_