PERSONAL TAX CREDITS RETURN

Instructions

You have to complete this return if you have a new employer or payer, and you received one or more of the following types of income:

salary, wages, commissions, pensions, or any other remuneration; or Unemployment Insurance benefits, including training allowances.

Complete a new return no later than seven days after your marital or parental status changes or when you expect a change in your personal credits for the year. It is an offence to file a false return.

If you receive non-employment income, such as a pension or Old Age Security, and you want to have extra tax deducted at source, you can complete Form TD3, Request for Income Tax Deduction on non-employment income.

If you have deductions such as registered retirement savings plan contributions, alimony payments, or child care expenses, the amount of tax to be withheld from your income can be reduced. You have to send a written application to your district income tax office. A tax office letter of authority is not needed when a court order states that alimony or maintenance payments have to be deducted at source from an employee's salary.

If you need help, ask your employer or payer, or call the Employer Services Division of your income tax office. The number for this office is listed in the government pages of your telephone book under Revenue Canada.

Confidential calculation on back - Employee's copy

Employer's or payer's copy

PERSONAL TAX CREDITS RETURN

Canada Canada

Revenu

After you complete this return, give it to your employer	or payer.		
Last name (capital letters)	Usual f	first name and initials	Employee number
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1. Basic personal amount

Revenue

Everyone can claim \$6,456 as the basic personal amount.

- If you choose to claim this amount, enter \$ 6,456
- . If you choose not to claim this amount (e.g., when you have more than one employer or payer and you have already claimed the basic personal amount), enter 0 in box A on the other side of this return and do not complete sections 2 to 8. You may wish to complete sections 9 to 11.
- If you are a non-resident, and you will be including most of your annual world income (90% or more) when determining your taxable income in Canada, you can claim certain personal amounts. If you are not sure about your non-resident status, or need more information, call the Client Assistance Division of your income tax office.

Credit claimed \$6.456

2. Spousal amount or equivalent-to-spouse amount.

You can claim an amount for supporting your spouse if you are married or have a common-law spouse. A common-law spouse is a person of the opposite sex with whom you live in a common-law relationship for any continuous period of at least 12 months, including any period of separation (due to a breakdown in the relationship) of less than 90 days, or with whom you live in a common-law relationship and who is the natural or adoptive parent of your child.

You can claim an equivalent-to-spouse amount if you are single, divorced, separated, or widowed, and you support a relative who is:

- residing in Canada (if the relative is your child, the child does not have to reside in Canada);
- · living with you in a home you maintain;
- · related to you by blood, marriage, or adoption; and
- · under 18 years old, except for a relative who has a mental or physical infirmity.

Calculating the amount

If you marry during the year, your spouse's net income includes the income earned before and during the marriage.

If the net income of your spouse or relative for the year will be:

- · over \$5,918, enter 0;
- \$538 or less, enter \$5,380; or
- more than \$538, complete calculation no. 2 on the back of this return and enter the result as credit claimed.

Credit claimed

\$

Any person you claim here cannot be claimed again in section 3

3. Amount for disabled dependent relatives

With the introduction of the child tax benefit, there is no amount for dependent children who are under the age of 18 at the end of the year. However, you can claim an amount for each disabled dependant who is:

your or your spouse's child or grandchild, 18 years old or older, and who has a physical or mental infirmity; or

• your or your spouse's parent, grandparent, brother, sister, aunt, uncle, niece, or nephew, who is 18 years old or older, and who has a physical or mental infirmity and is resident in Canada.

Calculating the amount for a disabled dependent relative:

If your dependant's net income for the year will be:

- \$2,690 or less, enter \$1,583 in section 3 of this return; or
- more than \$2,690, complete calculation no. 3 on the back of this return and enter the result as credit claimed.

You can claim an amount for each disabled dependent relative you have.

Credit claimed

\$

4. Amount for eligible pension

An eligible pension income includes pension payments received from a pension plan or fund as a life annuity, and foreign pension payments. It does not include payments from the Canada or Quebec Pension Plan, Old Age Security, guaranteed supplements, or lump-sum withdrawals from a pension fund.

If you receive an eligible pension income, you can claim your eligible pension income or

\$1,000, whichever amount is less.

Credit claimed

5. Age amount

If your estimated net income from all sources for the year will be:

- · \$ 25,921 or less, enter \$3,482 ;
- over \$25,921, but not over \$49,134.33, complete calculation no. 5 on the back of this return and enter the result as credit claimed; or
- · over \$49,134.33, enter \$0.

Credit claimed

Calculation no. 2 • more than \$538, calcula	\$ 5,918
Minus: net income of spouse or relat	tive
Total calculated: Report total in section 2 as credit claimed	anottere in his
Calculation no. 3 • more than \$2,690, calculate:	\$ 4,273
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Total claim amount	Claim codes
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9,619.01 - 11,202	4
11,202.01 - 12,783	5
12,783.01 - 14,364	6 10 104
14,364.01 - 15,946	7
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No tax withholding required	ay kan din best uay kabupatèn Kelent diber

Total all your personal tax credit amounts from sections 1 to 8 Total of credits At the ten of this form, see the claim codes to determine the claim code that applies to you, and enter this		Conditional or the property of the party of	
Add \$80 for each month in the year that you will be enrolled full-time in a qualifying educational program at a university, college, or a school offering job retraining courses or correspondence courses, as indicated on Form T2202 or T2202A Subtract any scholarships, fellowships, or bursaries you will receive in the year (do not report the first \$500) Enter the total amount claimed. If you arrive at a negative amount, enter 0		Enter your tuition foce for courses you will take in the year, to attend a university, college, or an institution that the Minister of	6.
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If you receive additional income you may find it convenient to have additional tax deducted from each payment. This will help you avoid having to pay tax when you file your income tax return. If so, state the amount of additional tax you want to have deducted from each payment. If you want to change this extra deduction later, you have to complete a new TD1 return.

10. Deduction for living in a designated area (e.g., Yukon Territory, or Northwest Territories)

If you live in the Yukon Territory, Northwest Territories, or another designated area for more than six months in a row, beginning or ending this year, you can claim:

\$7.50 for each day that you live in the designated area; or

•\$15 for each day that you live in the designated area, if during that time you live in a dwelling that you maintain, and you are the only person living in that dwelling who is claiming this deduction.

For more information, including a list and categories of designated areas, see the income tax guide called *Northern Residents*

Deduction, available at any income tax office.

11. If you reside in Ontario, Manitoba, Saskatchewan or British Columbia, enter the number of your dependants under 18 years old at the end of the year.

For Ontario, Manitoba and Saskatchewan residents, only the spouse with the higher net income can indicate an amount. If you reside in Ontario, Manitoba or British Columbia, the number of children indicated should not include a child claimed for purposes of the equivalent-to-spouse amount.

I certify that, to the best of my knowledge	, the information given or	on this form is correct and complet
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Signature



