

MÉTIS NATION OF ONTARIO

# FREE TAX PREPARATION

## HOW TO BENEFIT FROM FREE TAX SERVICES OFFERED THROUGH THE GOVERNMENT OF CANADA

### Why should I file income tax?

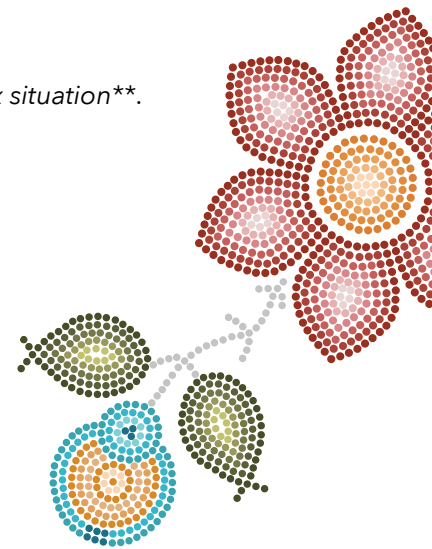
Many of the benefits and credits available through both provincial and federal governments, in addition to some of the programs offered through the Métis Nation of Ontario, require you to be up-to-date on your income tax filing. The Community Volunteer Income Tax Program (CVITP) offered through the Government of Canada provides free tax preparation services to eligible Canadians to ensure they receive, or continue to receive, the benefits and credits they are eligible for.

### Am I eligible for free tax filing help?

In order to be eligible for the CVITP, individuals must have a *modest income\** and a *simple tax situation\*\**.

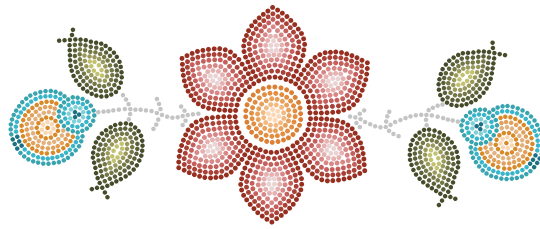
\*Guidelines for a Modest Income

Family Size	Total Annual Family Income
1 person	\$35,000
2 people	\$45,000
3 people	\$47,500
4 people	\$50,000
5 or more people	\$50,000, plus \$2,500 for each additional person



\*\*Examples of Tax Situations

Simple Tax Situations (eligible)	Complex Tax Situations (not eligible)
<ul style="list-style-type: none"> <li>• Employment</li> <li>• Pension</li> <li>• Benefits, such as Canada Pension Plan, Old Age Security, Employment Insurance, etc.</li> <li>• Registered Retirement Savings Plans</li> <li>• Scholarships, fellowships, bursaries, or grants</li> <li>• Interest income (under \$1,000)</li> </ul>	<ul style="list-style-type: none"> <li>• Self-employment income and expenses</li> <li>• Business income and expenses</li> <li>• Rental income and expenses</li> <li>• Interest income over \$1,000</li> <li>• Capital gains or losses</li> <li>• Bankruptcy in the tax year</li> <li>• Deceased person</li> <li>• Foreign property or income</li> </ul>



## What information will I need to provide?

Before your appointment, you'll need to prepare some information and documentation to provide to the CVITP volunteers to allow them to accurately file your income tax return. You will be asked for:

- 1. Basic Information:** details including your full name, your address, your marital status, and your social insurance number will be requested by the CVITP volunteers.
- 2. Tax Slips:** you should receive all [tax slips](#) in February. If you worked over the year, you will receive a T4 slip from each employer. If you pay tuition, you'll get a T2202 slip. If you received employment insurance or parental leave payments, you'll get a T4E slip. For other taxable benefits, you'll get a T4A slip. You may receive these in the mail, directly from your employer or school, or they may be available online.
- 3. Deductions:** you may be able to claim deductions and credits to reduce the amount of tax you owe. Provide [applicable receipts](#) to prove deductions, credits and expenses paid. Some common deductions include child care expenses, moving expenses, paid tuition fees, or medical expenses.
- 4. Tax Account Information:** if you have done your taxes before, you may need to gather some more information about your tax account with the Canada Revenue Agency. Information requested could include your NETFILE access code, your carryforward amounts, or your registered retirement savings plan (RRSP) details. If you need help accessing this information, contact the [Canada Revenue Agency](#) directly.

## Where can I get my tax return prepared for free?

You can find the closest free tax clinic to you by searching the Government of Canada webpage: [Find a tax clinic in your area](#).

There are 4 different types of tax clinics available ; walk-in, drop-off, by appointment, and virtual. Most clinics are offered in March and April, but there are some that offer help throughout the year as well. Some clinics have been cancelled or postponed due to concerns surrounding COVID-19 – please check the tax clinic details and call the clinic to confirm their availability before you go.

## Questions?

Contact Housing Programs  
E: [housingprograms@metisnation.org](mailto:housingprograms@metisnation.org)  
P: (705) 722-5022 ext. 302



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