

Corporate Tax Requirements at Fiscal Year End (T2)

Paper copies of the balance sheet, and income statement for year.	
Copy of your Simply Accounting/QuickBooks data on CD or memory stick.	
Copy of credit facility/banking agreement currently in effect.	
Copy of terms of long term debt outstanding and/or capital leases.	
Copy of the bank reconciliations and bank statements for all bank accounts, including any outstanding cheque or deposit lists.	
Copy of Visa card statements.	
Copy of aged accounts recievable list.	
List of the final inventory on hand or work-in-progress.	
Schedule of prepaid expenses, if applicable.	
Copies of invoices regarding any capital asset purchases, disposals or trade-ins. For those assets disposed of or traded in, please provide the original cost and date purchased.	
Copy of aged accounts payable listing.	
Copy of the GST returns for the period.	
Listing of shareholder advances or repayment of shareholder advances for the fiscal year.	
Need to know the % use of vehicle business and personal for the year.	
Copy of Notice of Assessment from previous fiscal year.	
Copy of statement of interim payments for corporate income tax.	