

Currie Accounting Services Ltd.

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*Listed below are some of the items of information most frequently required for
Corporate Tax Preparation.*

Checklist

<i>Provided</i>	<i>N/A</i>	<i>Information Needed</i>	<i>Notes</i>
<input type="checkbox"/>	<input type="checkbox"/>	Articles of Incorporation	
<input type="checkbox"/>	<input type="checkbox"/>	Business Number Registration	
<input type="checkbox"/>	<input type="checkbox"/>	Provincial Tax Number	
<input type="checkbox"/>	<input type="checkbox"/>	Retail Sales Tax Number	
<input type="checkbox"/>	<input type="checkbox"/>	What is the Business Activity?	
<input type="checkbox"/>	<input type="checkbox"/>	GST Reports filed in the year	
<input type="checkbox"/>	<input type="checkbox"/>	GST - Reporting method of filing?	
<input type="checkbox"/>	<input type="checkbox"/>	GST - Reporting period?	
<input type="checkbox"/>	<input type="checkbox"/>	PST Reports filed in the year	
<input type="checkbox"/>	<input type="checkbox"/>	Payroll Reports filed in the year	
<input type="checkbox"/>	<input type="checkbox"/>	Worker Compensation Reports filed	
<input type="checkbox"/>	<input type="checkbox"/>	Accounts Receivable at year end	
<input type="checkbox"/>	<input type="checkbox"/>	Accounts Payable at year end	
<input type="checkbox"/>	<input type="checkbox"/>	Loans or Lines of Credit	
<input type="checkbox"/>	<input type="checkbox"/>	Bank Statements	
<input type="checkbox"/>	<input type="checkbox"/>	Investment Account Statements	
<input type="checkbox"/>	<input type="checkbox"/>	List of Assets and purchase price	
<input type="checkbox"/>	<input type="checkbox"/>	Shareholder list and dollar value	
<input type="checkbox"/>	<input type="checkbox"/>	Car allowance?	
<input type="checkbox"/>	<input type="checkbox"/>	Office at home?	
<input type="checkbox"/>	<input type="checkbox"/>	T2 CT23 and Financial Statement	3 Years
<input type="checkbox"/>	<input type="checkbox"/>	Copy of recent QuickBooks file	