

HORIZON TAX SERVICES INC.

7-1260 Journey's End Circle
Newmarket, ON L3Y 8Z7

February 11, 2019

The 2018 tax season is now on the horizon! We appreciate your business and look forward to working on your tax return. Our goal is to assist you with maximizing your refund. Please note these reminders:

- We have moved – **please note our new address** – and our **website www.horizontax.ca** is now online with lots of informative sections.
- April 30 is the tax filing deadline. If you are self-employed the filing deadline is June 15 (any tax owing is payable by April 30). E-filing will begin February 18.
- If you move during the year and CRA gets returned mail, they will stop any cheques or direct deposits. Please notify us and CRA immediately of your new address.
- You can scan, email, fax or drop off any supporting documentation. **Cell phone pictures are not acceptable, even when emailed.**

Please make note of the following:

- * CRA requires you to report the sale of your **principal residence** or vacation property.
- * Please ensure that you have an updated will.

We love preparing tax returns. My assistant Frances and I have combined experience of nearly 50 years.

So give the Horizon Tax Services team a call and let us get started on saving you time and money.

Sincerely,

Norman Pulker, B.Math, CMA, CPA
Horizon Tax Services Inc.
905-830-2985

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e-mail: hts@horizontax.ca

Reminders for the 2018 tax year

You may be eligible for deductions and/or tax credits if:

1. **You are a first-time home buyer or a new parent.**
2. **You or a dependent are restricted in your activities of daily living.**
3. **You have medical expenses.** These can include dental, prescriptions (ask pharmacist for annual summary), chiropractors, naturopaths, insurance premiums, eye exams and eyewear.
4. **You've made necessary medical home renovations/improvements.**
5. **You have medical travel expenses.** Must be more than 40 km one way to a doctor's appointment – if more than 80 km, keep lodging, parking and meal receipts.
6. **You've purchased travel medical insurance.**
7. **You or a dependent have tuition receipts.** Print the T2202 tuition form found on the school website (may be transferred to a spouse or parent). Student loan interest is deductible but not transferrable.
8. **You pay rent.** Get and keep rent receipts. Students take note!
9. **You've donated to a registered charity.** Donation receipts are valid within 5 years.
10. **You pay dues and/or professional fees.**
11. **You have moving expenses.** Your new residence must be at least 40 km closer to your new workplace or school.
12. **You've paid for investment counselling and/or management fees.**
13. **You are an eligible educator.** Tax credit is 15% of what you claim for teaching supplies up to \$1,000 (for example, \$500 of expenses equals a \$75 refund).
14. **You are a volunteer fire fighter.** You may be eligible for deductions.

- **Anyone who turned 18 in 2018 should file a return to qualify for benefits.** •

For those who are self-employed, remember to:

- ✓ Keep ALL business receipts, bank and credit card statements.
- ✓ Keep a record of distances travelled for business and who you saw.
- ✓ On meal receipts, indicate who you are dining with and include tip.
- ✓ Excel business expense templates are available on our website.