Clear Data | Help

Canada Revenue Agency | Agence du revenu du Canada

Information Return for Electronic Filing of an Individual's Income Tax and Benefit Return

Protected B when completed

- The information found on this form corresponds to the tax year indicated on the right.
- Before you complete this form, read the information and instructions on the back.
- **Parts A, B, E, F, and G of this form must be completed.** Parts **C** and **D** are optional.
- The individual (or legal representative) identified in Part **A** must sign Part **E**.
- Part **G** is to be completed by your electronic filer once the return has been submitted.

Tax year: 2015

Part A – Identification and address as shown on your return (mandatory)

First name	Last name	Social insurance number

Mailing address: Apt No – Street number and name

PO Box	RR	City	Prov./Terr.	Postal code

Email address (optional) _____

I understand that by providing an email address, I am **registering** for online mail and I **accept the terms and conditions**. For more information, refer to the information and instructions on the back of the form.

Part B – Declaration of amounts from your General Income Tax and Benefit Return (mandatory)

Enter the following amounts from your return, if applicable:

Total income (line 150) . . . . . _____

Taxable income (line 260) . . . . . _____

Total federal non-refundable tax credits (line 350 of Schedule 1) . . . _____

Refund (line 484) . . . . . _____

or

Balance owing (line 485) . . . . . _____

Part C – Alternative address information (optional)

Complete this part if you want us to mail your notice of assessment and your tax refund, or only your notice of assessment, to you at the address of the electronic filer named in Part F. Tick (✓) the appropriate box to tell us which information to mail to the electronic filer's address. This authorization is valid for the current tax year only. Read the back of this form for more details.

☐ notice of assessment and tax refund **or** ☐ notice of assessment

Part D – Authorizing an electronic filer to represent you (optional)

☐ By completing and transmitting this part of the T183 form, I authorize the Canada Revenue Agency to deal with the electronic filer named in Part F as my representative for income tax matters on my tax return. This authorization is limited to the specific tax year and does not provide online access to the taxpayer's representative. This authorization will expire on _____

If you do not show an expiry date, this authorization **will remain in effect** until you, the undersigned, cancel it. Read the back of this form for more details.

SIGN HERE

Signature (individual identified in Part A or legal representative)	Name and title of legal representative	Date

Part E – Declaration and authorization (mandatory)

I declare that the information entered in Part A and the amounts shown in Part B above are correct and complete, and fully discloses my income from all sources. I also declare that I have read the information on the back of this form, and that the electronic filer identified in Part F is filing my return. I allow this electronic filer to communicate with the Canada Revenue Agency to correct any errors or omissions.

SIGN HERE

Signature (individual identified in Part A or legal representative)	Name and title of legal representative	Date

Part F – Electronic filer identification (mandatory)

By signing Part E above, the individual in Part A declares that the following person or firm is electronically filing his or her return. Part E **must be signed** before the return is electronically transmitted.

Name of person or firm: Nan's Tax Services Inc.

Electronic filer number: A8544

Part G – Document control number or confirmation number (mandatory)

Enter the document control number or confirmation number for the individual's electronic record:

Privacy Act, personal information bank numbers CRA PPU 005 and CRA PPU 175

(Vous pouvez obtenir ce formulaire en français à **www.arc.gc.ca/formulaires** ou en composant au **1-800-959-7383**.)

Canada

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Information and instructions

Part A – Identification – Email address (optional)

After reading and agreeing to the terms and conditions below, enter the email address you want to use to be notified that your mail is available online. You can also register directly online at **www.cra.gc.ca/myaccount.**

Terms and conditions – By providing an email address, you are registering for online mail and authorizing the CRA to send you email notifications when there is mail for you to view on My Account. Any notices and correspondence delivered online on My Account will be presumed to have been sent on the date of that email notification. You understand and agree that your notice of assessment and notice of reassessment, and any future correspondence eligible for online delivery will no longer be printed and mailed.

Once we have processed your return, we will send you a registration email notification to the email address you have provided, confirming your registration for online mail. We usually process paper returns in four to six weeks and returns filed electronically in as little as eight business days.

To view your correspondence you must be registered for the CRA's My Account service. To register, go to **www.cra.gc.ca/myaccount**. You will also find information on how to register, manage and view online mail, and much more.

Personal information is collected under the authority of subsection 220(1) of the *Income Tax Act* and is used for the purpose of sending notices electronically. Information is described in personal information banks CRA PPU 175 *Taxfiler Representative Identification System (TRIS) Data Bank 175* and CRA PPU 005 *Individual Returns and Payment Processing* in the CRA chapter of *Info Source.* Personal information is protected under the *Privacy Act.* Individuals have a right to access, correct, or notate their personal information and to have their personal information protected. More details about requests for personal information at the CRA and the CRA's *Info Source* chapter can be found at **www.cra.gc.ca/atip**.

Part C – Alternative address information (optional)

If you tick the box to have your notice of assessment **and** any tax refund resulting from that assessment mailed to you at the address of your electronic filer, we will mail a cheque to the electronic filer's address even if you are using direct deposit. However, any later refunds will be deposited to your account.

If you tick the box to have **only** your notice of assessment mailed to you at the address of your electronic filer and you are claiming a tax refund on your return, you have to use or must already be using direct deposit. If you are not using direct deposit, we will mail a refund cheque, if applicable, to you at your electronic filer's address.

This authorization is valid for the current tax year only and will not affect all other correspondence, any CCTB, UCCB, GST/HST credit and related provincial payments, WITB advance payments, any other deemed overpayment of tax, and any other notice of assessment or notice of reassessment.

If your return is being discounted, you cannot use the alternative address option.

Part D – Authorizing an electronic filer to represent you (optional)

If you want to indicate that you are authorizing the electronic filer named in Part F to represent you for your income tax and benefit return, complete Part D. Since this authorization is limited to a specific tax year and does not provide online access, you must also complete and send in Form T1013, *Authorizing or Cancelling a Representative* in order for your electronic filer to have online access to your account. The electronic filer may charge a fee to represent you.

By completing and signing Part D and by the electronic filer transmitting this information with your return, you authorize the CRA to provide information relating to your income tax return and your tax account to your representative. They may request changes to your return and to your account.

If this authorization is not transmitted to the CRA, send us a completed Form T1013, *Authorizing or Cancelling a Representative*, to authorize the electronic filer with their RepID, GroupID, or Business number (BN). For more information, see "Levels of authorization" on Form T1013. Form T1013 is available at **www.cra.gc.ca/forms**.

You can also give, update, or cancel an authorization online at **www.cra.gc.ca/myaccount**.

We may select your return for review **before** or **after** we assess it. If so, and provided your electronic filer offers this additional service, we will contact him or her for any supporting documents we may need **only** if you complete Part D. Otherwise, we will contact you.

If you are the legal representative for a deceased person, you **first** have to submit a copy of the **death certificate** and **will** designating you as the executor (and Form T1013 signed by the executor if you are not the executor) to the tax centre. If the death certificate, will, and Form T1013, if applicable, were not sent in, the authorization in Part D will not be accepted. Keep these documents for a period of six years after the date the return was filed.

Part E – Declaration and authorization (mandatory)

If your return is being sent by EFILE, you have to complete Parts A, B, and E. By signing Part E, you acknowledge that under the *Income Tax Act* you have to:

- keep all records used to prepare your return for a period of six years, and provide this information to us on request; and
- give the signed original of this form to the electronic filer named in Part F, and keep a copy for yourself.

By signing Part E, you declare that the electronic filer named in Part F is electronically filing your return on your behalf. If there are any errors or omissions on your return, you authorize us to:

- disclose these errors or omissions to the electronic filer; and
- if necessary, give the electronic filer your personal taxpayer information.

By signing Part E, you declare that the electronic filer named in Part F is authorized to provide your email address to the CRA for the purpose of receiving your CRA correspondence electronically.

You also authorize the electronic filer to make changes and retransmit your return so we can accept it for electronic filing. The filer can do this as long as your refund or balance owing shown in Part B is not changed by more than $300.

By signing Part E, you acknowledge that we are responsible for ensuring the confidentiality of your electronically filed tax information **only** after we have accepted it.

In the case of a **trustee** or **legal representative** signing Part E, you declare that the information entered in Part A and the amounts showing in Part B are correct and complete, and fully discloses the income from all sources of the taxpayer you represent. If you are the executor or legal representative for a **deceased person**, you must give a copy of the death certificate to the electronic filer.

If you are a **farmer**, and with your return you apply to participate in the AgriStability and AgriInvest programs, by signing Part E, you authorize the CRA to share information from your income tax return with the Minister of Agriculture and Agri-Food. You also authorize that minister to share the information with provincial ministers of agriculture and administrators of other federal and provincial farm programs. You further authorize the Minister of Agriculture and Agri-Food to share any other information that you provide as your application is processed. For more information on confidentiality, refer to Form T1273 at **www.cra.gc.ca/forms**.