



We take your taxes personally!

Friday, February 26th, 2010—Update Bulletin #19

PTC Canada Update Bulletin

*****For General Information and Distribution*****

Last Day for 2009 RRSP Contributions and T4s

Hello, Friends and Clients!

While tomorrow is Saturday, your employer has until Sunday the 28th to have your T4 into the mail. Just after that, the RRSP contribution deadline for your 2009 tax return is Monday March 01st, 2010. If neither of these has happened yet and you still plan to make that RRSP contribution, here are a few recommendations.

All T-slips due by February 28th, 2010, should have been in the mail to the last known address by today at the latest. Some investment T3s and T5013s can be mailed as late as Wednesday, March 31st, 2010, so if you're expecting these, you are technically not ready to file your 2009 return and you should follow up on them. If any slips have not shown up, contact the issuer, like your employer, and ask them to send a duplicate. An original is always preferred, but a fax or scan with correct information will do.

If the employer is no longer in business, contact [CRA](#) at 1-800-959-8281 and see if they have a duplicate on file, as they might have it this early in the year. If they don't, you can wait and see if it shows up on their database or you can gather whatever information you have, such as final pay stubs with deductions, and file it. In case of an audit, send all the information with a cover letter of explanation, including business name, contact information, and number of the issuer, and they should process it. If you disagree with their decision, you can appeal it in 90 days under the new [Taxpayer Bill of Rights](#). If you're not sure about this process, it's best to get a professional to help you, as there are special forms to dispute T-slips not yet available on the internet.

If you still want to top up your [RRSP](#) for the 2009 tax year but don't know your limit, you can check your account online with your [E-Pass](#) or contact the call center at 1-800-959-8281. They are open up to 10:00 p.m. local time during tax season until April 30th, 2010, and Saturdays 09:00 a.m. to 01:00 p.m. If you are planning to finance your contribution, you should contact your financial institution to make the arrangements. If you're on good terms with them and want to give them your business, they will usually do this instantly over the phone, without the hassle of an appointment. If you want to make your contribution on a cash or asset-rollover basis, your financial institution will usually give you the 2009 contribution slip by the deadline, if they are confident you will pay them on time.

Lastly, be careful of certain rules like excess contributions. Generally, you are allowed a lifetime over-contribution of \$2,000. If you exceed this, you not only face penalties but will also be required to take the over-contribution out of the shelter and pay back the tax breaks you received. I look forward to serving you this tax season and beyond!

Always at your tax service,

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Neel Roberts

President & Founder—PTC Canada

P.S: Learn more about taxes and investments from our ["Investment Tax Booklet"](#)!

Need tax service right now?

Phone 866-485-2683

Fax 866-485-2761

Box 1347

Vulcan, Alberta

Canada T0L 2B0

Email: taxes@ptccanada.com

Website: www.ptccanada.com

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