

CFCS Community Volunteer Income Tax Program (CVITP) Income Tax Filing

You ARE eligible for CVITP tax services if you have a basic tax situation and are:

- **Single with income below \$35,000** (\$50,000 if living in Northern Zone A or B)
- **Two person household** (single parent or married/common-law couple) with income below \$45,000 (\$65,000 if living in Northern Zone A or B)
- **Add \$2,500 to threshold for each additional dependent** (\$3500 if living in Northern Zone A or B)

** For 2020 and 2021 tax years COVID-19 financial supports income is not included in income-based eligibility calculation*

You are NOT eligible for this program if you:

- Are filing a Pre/Post Bankruptcy Return
- Are filing a Deceased Return
- Are Self-Employed
- Have employment expenses
- Have income sources that include Capital Gains, Farming Income, Commission Income, Investment Income over \$1,000, Professional/Business Income, Rental Income
- Other complex returns

How to Prepare:

Make sure you (and your partner if applicable) know/bring:

- All of your tax slips and tax information to claim
- Your name as it is on file with Canada Revenue Agency
- Your Social Insurance Number (SIN)
- Your date of birth
- If you have any children under 18 who live with you or infirm adults in your care.
 - Know their name, date of birth, SIN, and net income
- Your sources of income, including any casual labour or tips that didn't generate an income slip
- Eligible medical expenses (you can request a printout from your pharmacy!)
- Charitable donations
- Rent or property tax info

If you are married or in a common-law relationship, your partner must also fill out their portion of the form and include their ID and supporting documents so that your returns can be filed together, ensuring correct benefit calculations.