

CANADIAN NONRESIDENT CORPORATION INCOME TAX RETURN ORGANIZER

(FOR INTERNAL USE ONLY BY ABITOS, CPAs AND ADVISORS,
FORMERLY KNOWN AS THE BRUNTON STRACHAN & KHAN CPA FIRM)

TAX YEAR ENDED: Month _____ Year _____ CURRENT DATE _____

TO AVOID DELAY WITH YOUR RETURN PLEASE ANSWER ALL QUESTIONS AND PROVIDE COPIES OF ALL DOCUMENTS REQUESTED

BEWARE: LATE FILING PENALTIES WILL APPLY IF THE RETURN IS NOT TIMELY FILED

PART I – GENERAL INFORMATION

1. Name of entity _____ E-Mail: _____
2. Phones: (U.S.): _____ (Non-U.S.): _____ Cell: _____ Office: _____
- 3a. Address – Head Office: _____
- 3b. Address – Mailing: _____
4. Canadian Business Number (BN)? _____
*If the corporation does **not** have a BN, we must obtain one **immediately** so there is sufficient time to file the tax return with it. Please provide this completed organizer **and enclose a copy of the certificate of incorporation, formation or amalgamation.**
5. County and state of incorporation/formation _____ Date of incorporation/formation _____
6. U.S. Employer Identification Number (EIN) _____
7. Is the entity subject to tax in a country other than Canada? Yes / No _____. If “Yes”, please provide details _____
- 8a. Address of accounting records _____
- 8b. Principal location of worldwide business _____
9. Principal business activity(ies) and percentage(s) of total revenue, if more than one: _____
10. Name and address of individual to whom the return is to be sent _____
11. Please provide details on the ownership structure of the corporation _____
12. Has a Canadian tax return ever been filed for this entity? Yes / No _____
If “Yes”, please attach a copy of the latest return filed (unless it was prepared by us). Done / NA _____

PART II – CURRENT YEAR TAX INFORMATION

13. Did the entity have an office or other fixed place of business or other “permanent establishment” in Canada during the year? Yes / No _____
Please provide details of the entity’s Canadian presence _____
14. Did the entity send or have any employees or agents (either dependent or independent) in Canada? Yes / No _____
If “Yes”, please provide the following: Done / NA _____

	<u>Number</u>	<u>Amount Paid</u>	<u>Start Date</u>	<u>End Date</u>
- Canadian resident employees:				
- Non-resident employees:				
- Canadian subcontractors:				
- Non-resident subcontractors:				
15. Please describe the exact nature and frequency of the entity’s Canadian activity, by province, and include attendance at trade shows, if any _____
16. Please attach a summary of all Canadian customers during the year, listing the customer’s name, the revenue received from that customer during the year in Canadian dollars, the relevant province into which the work was performed or the product was shipped (if applicable), and the start and end dates of the contract. Done / NA _____
17. Please include copies of any T4A-NR slips (or other Canadian tax slips) received during the calendar year. Done / NA _____
18. Did you receive any COVID related relief from the Canadian government? Yes / No _____
Comments: _____

If you have not answered all questions & supplied all documents requested on this organizer, please explain, otherwise your tax return may be delayed and/or the fee may be increased due to the extra time required.

Signed _____

PLEASE RETURN TO:

**ABITOS, CPAs AND ADVISORS
327 PLAZA REAL, STE 235, BOCA RATON, FL 33432**

Tel: (561) 241-9991 Fax: (561) 826-9299 E-Mail: bsk@abitos.com Website: www.abitos.com

Please include a US \$1,500 retainer payable to “AbitOs, PLLC” with this organizer.

Please refer to the enclosed payment instructions.