

Corporate tax checklist (T2 Checklist)

- **Articles of incorporation**
- **Business number** (Nine Digit Number issued by CRA)
- **Corporation end date** (Not applicable for new registered corporation) YYYY/MM/DD
- **Business activity:**
- **Company shareholders:**

Full Name	Address	SIN	% of Shares	Class of Shares

- **Company directors (Name, Email, Phone Number, Address)**
Same as above: Yes / No
- **Related/Associated corporation (corporation name, business number, country etc)**
If Yes, please list below:
 - ✓ Corporation Legal Name
 - ✓ Business Number:
 - ✓ Year End:
 - ✓ Business activity:
 - ✓ Relationship:
- Bookkeeping file or Financial statements (Balance Sheet & Income Statement)
- Bank / Credit card Statements
- Previous corporate tax return (if applicable)
- Corporate Tax instalment (if applicable)
- HST Return Netfile (if applicable)