

Community Volunteer Income Tax Program (CVITP)

eligibility and required documents

This information sheet outlines the eligibility criteria for an individual to use the Community Volunteer Income Tax Program (CVITP). As well, it provides a list of the most common documents they need to get their tax and benefit return completed at a CVITP tax clinic.

Eligibility

Modest income

Family size (includes an individual or a couple, and their dependants)	Total family income (suggested income level)
1 person	\$45,000 per year or below
2 people	\$60,000 per year or below
3 people	\$65,000 per year or below
4 people	\$70,000 per year or below
5 people	\$75,000 per year or below
More than 5 people	\$75,000 + \$5,000 for each additional person per year

Simple tax situation

No income or income from these sources:

- Employment income
- Pension
- Registered retirement savings plans (RRSPs)
- Interest (below \$1,200)
- Benefits (e.g., CPP, OAS, disability insurance, EI and social assistance)
- Scholarships, fellowships, bursaries, or grants
- Year 2025 and prior year

CVITP volunteers will not complete returns for an individual if the individual has:

- Deceased person
- Income over the above-noted thresholds
- Capital gains or losses
- Self-employment income or employment expenses (T4A box 048 & box 20 over \$1000) (see exception #1)

- Declared bankruptcy in the tax year (or the year before, if that return has not yet been filed)
- Business income and expenses
- rental income and expenses
- Sell of Principal residence/home
- foreign property (T1135)
- interest income over \$1,200
- foreign income (see exception #2)

Clinics

Exception 1: Individuals who have a T4A slip, Statement of Pension, Retirement, Annuity, and Other Income, that shows income in box 048 may be eligible to have their tax return completed through the CVITP if they meet all of the following conditions:

Their total income in box 048 is under \$1,200

They are not claiming any expenses

They are not registered as a GST/HST registrant and are not required to be one

Exception 2: Individuals who receive U.S. social security benefits are eligible to have their tax return completed through the CVITP. Any other type of foreign income (including a foreign pension) is not considered a simple tax situation.

BOOKING Available Timeslot: March 7 to May 30 every Saturday (Except April 4) (9am to 12pm)

One booking for one person or one family

****Will received a confirmation email for your appointment****

***** NO Paper tax return filing*****

******Tax Return Filing ONLY, NO financial Consultation ******