



Canada Revenue  
Agency

Agence du revenu  
du Canada

# T5008 Guide – Return of Securities Transactions

# 2021

## Is this guide for you?

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This guide explains how to prepare a T5008 return of securities transactions. Traders or dealers in securities have to file a T5008 information return to report purchases of securities as principal for their own account, and sales of securities they make as an agent or nominee, for any vendor. Issuers of securities and their agents or nominees use this information return to report redemptions, acquisitions, or cancellations of securities.

You have to report transactions to all persons, including individuals, corporations, partnerships, trusts, or any other person who resides either in or outside Canada.

You have to report all security transactions falling under any section of the Income Tax Act not specifically excluded under subsection 230(3) of the Income Tax Regulations, even if no tax arises as a result of the transaction.

For example, transactions undertaken under section 85 and section 85.1 of the Income Tax Act are not exempt from the requirement to report.

You must also use the T5008 information return to report dispositions or redemptions of debt obligations in bearer form by individuals resident in Canada. Debt obligations in bearer form include commercial paper and banker's acceptances.

### **Note**

We have developed flowcharts to help you determine the reporting requirements. See page 17.

Our publications and personalized correspondence are available in braille, large print, e-text, or MP3 for those who have a visual impairment. For more information, go to **canada.ca/cra-multiple-formats** or call **1-800-959-5525**.

### **Confidentiality of information**

Under the Privacy Act, the personal information you provide on the T5008 information return and related forms can be used only for the purposes authorized by law.

### **Income Tax Act references**

Unless otherwise stated, all legislative references are to the Income Tax Act and the Income Tax Regulations.

La version française de ce guide est intitulée Guide T5008 – Déclaration des opérations sur titres.

## What's new?

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### **Filer of Information Returns**

Budget 2021 announced that the threshold for mandatory electronic filing of income tax information returns for a calendar year would be lowered from 50 to 5 returns, in respect of a particular type of information return. For the latest information, refer to our webpage on the penalty for failure to file information returns over the Internet

at [canada.ca/mandatory-electronic-filing](https://canada.ca/mandatory-electronic-filing) and subscribe to our Electronic Filing of Information Returns email distribution list at [canada.ca/cra-email-lists](https://canada.ca/cra-email-lists).

### **Internet file transfer availability**

Internet filing is available from January 10, 2022.

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## Definitions

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These are not definitions provided by the Income Tax Act or Income Tax Regulations. They give only the common usage of the terms for the benefit of the reader.

**Agent** – A person authorized to act for another.

**Amalgamation** – Union of different corporations to form a single new corporation.

**As principal** – On your own account. See “Principal.”

**Banker’s acceptance** – A draft payable at maturity drawn by a creditor against a debtor. Banker’s acceptances are short-term credit instruments that are commonly sold at a discount.

**Bearer** – The person in possession of a negotiable instrument.

**Bearer form** – An instrument is in bearer form if its terms say that it is payable to the bearer, or to cash, or if it does not indicate a payee.

**Bond** – A security under which the issuer contracts to pay the lender a fixed amount at a stated date in the future, and a series of interest payments. Some bonds are issued at a discount instead of providing for interest payments.

**Book Value** – The total amount paid to purchase a security, including any transaction charges related to the purchase, adjusted for reinvested distributions, returns of capital and corporate reorganizations. The book value is important in helping the investor keep track of gains (or losses).

**Call** – A demand on the holder to submit securities for payment or redemption.

**Cancellation of securities** – An action of issuers who call back their own securities to cancel them and to reduce the amount of outstanding securities.

**Capital** – All shares representing ownership, including preferred and common shares.

**Commercial paper** – A negotiable instrument (promissory note, bank cheque) for the payment of money. It is commonly sold at a discount.

**Commodities** – Staples such as wool, cotton, or any articles of merchandise that are useful or serviceable.

**Consideration** – Anything received in a transaction (usually cash) including any tangible or intangible property.

**Contract** – An agreement between persons that creates an obligation. See “Option.”

**Creditor** – A person to whom a debt is owed by another person who is the debtor.

**Debenture** – A promissory note or bond backed by a corporation’s general credit rating.

**Debt obligation** – A fixed obligation to pay money or some other valuable consideration.

**Debtor** – One who owes a debt.

**Deemed disposition** – This term is used when you are considered to have disposed of property, even though a transaction did not take place. A deemed disposition occurs when the owner of a security transfers certain property to a trust, gifts property, leaves Canada, or dies.

**Discount** – The difference between present and maturity value. Buying an instrument before maturity at less than par value.

**Draft** – An order to pay a sum of money on demand or at a definite time.

**Exchange** – The market place at which different securities are bought and sold (for example, stock exchange, commodity exchange). It also means a transaction that involves trading one security for another.

**Face amount** – The nominal value that appears on the face of a document, generally a bond. It is the amount to be repaid at maturity.

**Futures** – A right to get, at a future date, a quantity of a given commodity for a fixed price.

**Holder** – A person who possesses a security and who is entitled to get a payment of that security.

**Index** – A list of the current values of marketable securities given through an exchange (stock, commodities, futures exchanges).

**Instrument** – Any negotiable written document.

**Market value** – The current price at which an investor can sell a security or debt investment.

**Nominee** – A person designated to act for another.

**Note** – An instrument in which the signer promises to pay to a specified person, or the bearer, a sum of money at a specified time.

**Numismatic coins** – Coins or coin-like objects that have a value to collectors.

**Option** – A right to buy commodities or securities within an agreed period, at a fixed price, or to sell commodities or securities at an agreed price and time. An option to buy is known as a “call” and an option to sell is called a “put.”

**Par** – When the nominal or face value of a security equals its market value, it is trading at par. Par value may also refer to a value stated on securities, especially shares, that does not represent market value. The amount of the issue price or market value that is more than the par value is called a premium.

**Partnership** – Under Canadian provincial and territorial common law statutes, a partnership is defined as the relation (or relationship) that subsists (or exists) between persons carrying on a business in common with a view to profit. Each person contributes money, property, labour, or a skill, and each expects to share in the profits or losses of the venture. You can have a valid partnership without a formal written partnership agreement.

The type and extent of a person's involvement in the business are important in determining whether the person is a partner. For more details, see Income Tax Folio S4-F16-C1, What is a Partnership?

If you would like more help to determine whether an arrangement is a partnership, you should also see the relevant provincial or territorial laws. We will usually accept a decision based on those laws.

**Precious metal** – This means coins, metals (especially gold and silver) before coining, or certificates representing such metals. Precious metal does not include jewellery, works of art, or numismatic coins.

**Predecessor** – This means one of any number of businesses or corporations that have been incorporated into and replaced by a new business or corporation through an amalgamation.

**Premium** – Where debts are issued with a stated interest rate greater than prevailing market rates, the debt issuer will receive greater than 100% of the principal amount of the debt issue.

**Principal** – This means the capital sum of a debt or obligation, as distinguished from interest or other additions to it. See "As principal."

**Proceeds** – See "What are proceeds?" on page 6 for the definition of proceeds.

**Prospectus** – A document a company publishes to invite the public to subscribe to an issue of shares, debentures, or other securities.

**Publicly traded** – Listed or posted on any exchange (for example, stock exchange, commodity exchange, futures exchange). Sold or distributed under a prospectus or similar document.

**Redemption of securities** – An action of issuers who buy back their own securities (frequently shares).

**Right** – A privilege granted to the holder of a security, such as the right to buy more shares of the issuer or the right to exchange the security held for a different security.

**Short Sale** – A short sale is a contract for the sale of securities that the seller does not own but that will be delivered at a specified time.

**Security** – See "What are securities?" on page 6 for the definition of a security.

**Trader or dealer in securities** – A person registered or licensed to trade in securities or a person who ordinarily sells securities for others.

**Treasury bill** – Short-term obligations of the federal government. Treasury bills are usually for terms of 3, 6, and 12 months.

**Underwriter** – A person who acquires securities from the issuer for the purpose of publicly distributing them.

**Warrant** – A certificate granting the owner the right to buy securities.

## Chapter 1 – General information

To help us process your T5008 returns quickly and accurately, we would prefer that you file over the Internet. Moreover, this may be a requirement for you. For more information, see "Chapter 3 – Filing methods" on page 8.

Use the current versions of the T5008 slip and T5008 Summary when you file your T5008 information return.

This guide does not deal with every tax situation. For a list of publications that explain situations in more detail, see page 31.

To get our forms and publications, go to [canada.ca/cra-forms-publications](http://canada.ca/cra-forms-publications) or call 1-800-959-5525.

### What are securities?

For the T5008 information return, securities mean:

- publicly traded shares of the capital stock of a corporation
- publicly traded debt obligations
- debt obligations of, or guaranteed by:
  - the Government of Canada (such as Treasury bills)
  - the government of a province or territory or its agents
  - a municipality in Canada
  - a municipal or public body performing a function of government in Canada
  - the government of a foreign country or a political subdivision of a foreign country, including a local authority of such a government
- prescribed debt obligations as described in paragraph 7000(1)(d) of the Income Tax Regulations
- publicly traded interests in a partnership or a trust
- any option or contract for any of the properties listed above
- publicly traded options or contracts for any property including any commodity
- publicly traded options or contracts for financial futures, foreign currency, or precious metal
- publicly traded options or contracts for any index relating to any property

### What are proceeds?

Proceeds is a term used to describe the amount that arises as the result of a sale, disposition, deemed disposition (see "Deemed dispositions" on page 8), redemption, acquisition or cancellation of securities, or an exchange or conversion of property. The term does not mean only cash or money. For the purposes of Regulation 230, it includes all consideration, such as cash, debt obligations, shares, and so on, that is paid or payable to the transferor.

## Who has to file a T5008 information return?

The following persons have to file a T5008 information return:

- every trader or dealer in securities who buys a security as principal (for their own account) or sells a security as an agent or nominee for any vendor
- every person in the business of buying and selling precious metals in the form of certificates, bullion, or coins who makes a payment to another person for a sale of precious metals by that other person
- every person who, as a nominee or agent for another person, gets the proceeds of a sale or other transaction carried out in the name of the nominee or agent
- every person who makes a payment to, or acts as a nominee or agent for, an individual resident in Canada for the disposition or redemption of a debt obligation in bearer form
- every person (other than an individual who is not a trust) who acquires, redeems, or cancels a security issued by that same person, **except** when the transactions involve the following:
  - exchanges of shares for new shares in the course of a reorganization of the capital of a corporation (section 86), if no consideration other than the new shares is receivable
  - securities disposed of when a partnership ends [subsection 98(3)]
  - securities transferred when a new partnership is formed from a predecessor partnership [subsection 98(6)]
  - convertible property (section 51), that is, when a corporation's shares, bonds, debentures, or notes are exchanged for shares of the **same** corporation and no consideration other than the new shares is receivable
  - redemptions, cancellations, or acquisitions of securities made during an amalgamation (section 87)
  - exchange of capital property that is a convertible debt obligation for another debt obligation (section 51.1)

### Note

If cash or some other consideration totalling \$200 or less is received instead of a fractional interest in shares during an exchange to which section 51 or 87 applies, you do not need to report the transaction. If the cash or other consideration is more than \$200, you have to report the entire exchange transaction. For more information, see Archived Interpretation Bulletin IT-115R, Fractional Interest in Shares.

Units in a trust that trade at a constant fixed price measured in Canadian dollars, such as money market funds, are excluded from this T5008 filing requirement. The income earned from money market funds should be reported on T3 or T5 slips as appropriate. This position does not apply to units in a U.S. dollar denominated money market fund, regardless of whether the units are held in a Canadian dollar account or a U.S. dollar account.

### Tax tip

#### Electronic filing of information returns

All information returns should be filed electronically to avoid the delays that may occur in processing paper submissions. Filing of paper returns may result in penalties.

The CRA offers two methods for electronically filing your information returns:

- **Web Forms** — With each submission, you can include up to 100 slips.
- **Internet file transfer** — You can submit files of up to 150 MB over the internet.

Some of the benefits of electronically filing your returns are:

- your return will be processed without delay
- you will receive a confirmation number when you file
- slips are available sooner for Auto-fill my return

For more information about “Web Forms,” “Internet file transfer,” and “penalties,” go to [canada.ca/taxes-iref](http://canada.ca/taxes-iref).

## When do you not have to file a T5008 information return?

You do not need to file a T5008 information return for:

- a purchase of a security by one trader or dealer in securities from another, **other than** a non-resident trader or dealer in securities
- a sale of a security by a trader or dealer in securities for another trader or dealer in securities
- a sale of currencies or precious metals in the form of jewellery, works of art, or numismatic coins
- a sale of precious metals if you ordinarily produce or sell precious metals in bulk or commercial quantities
- a redemption, acquisition, or cancellation of a debt obligation by the issuer or agent when:
  - the debt obligation was issued for its principal amount
  - the redemption, acquisition, or cancellation satisfies all of the issuer's obligations
  - there are no disproportionate payments of principal and interest to any person with an interest in the debt obligation
  - an information return other than a T5008 information return is required as a result of the redemption, acquisition, or cancellation
- a sale of securities by a trader or dealer in securities on behalf of a person who is exempt from tax under section 149 (for example, municipalities, registered charities, non-profit organizations, and registered retirement savings plans)
- transactions reported under section 202 or 204 of the Income Tax Regulations
- a deemed disposition of a security (see “Deemed dispositions” on page 8 for more information)

- the expiry or exercise of an option, right, or warrant

### Example

A client of a trader or dealer in securities owns an option to buy publicly traded shares in XYZ Corporation. If the trader or dealer buys the option from the client or sells the option to a third party for the client, the trader has to prepare a T5008 information return to reflect the transaction. However, if the client exercises the option and acquires the shares of XYZ Corporation, or if the option is allowed to expire, the trader does not have to file a T5008 information return.

## Deemed dispositions

You do not have to report deemed dispositions on a T5008 slip.

In certain circumstances, the Income Tax Act considers that a property has been disposed of, even though no real compensation in the form of money or other consideration has been received.

Some examples of when a deemed disposition may occur are:

- transfers of property to a trust
- gifts of property (that is, the name of the beneficial owner of the property is changed)
- the owner dies
- the owner ceases to be a resident of Canada

In this guide, “sale” generally refers to a transaction where the ownership of property is transferred from one person or entity to another for a sum of money or other consideration. In the case of a deemed disposition, ownership of the property is not transferred for money or other consideration. In addition, a deemed disposition is not a purchase, redemption or cancellation of a security. Consequently, a deemed disposition is not considered for the purposes of Income Tax Regulation 230 and a T5008 slip is not required.

## Are you acting as a trustee?

Publicly traded interests in a trust are securities and can be issued in the form of units or shares. The trust, as issuer of these interests, has to report the redemption, acquisition, or cancellation of the units or shares to the beneficial owner. If a trustee acts for the trust, the trustee must report these transactions on T5008 slips.

You have to report income realized by a trust and distributed to its beneficiaries on a T3 slip, Statement of Trust Income Allocations and Designations. This income is gained by holding an interest in the trust, and it is different from the proceeds received from the disposition of those interests.

## Due date

You have to file your T5008 information return (slips) on or before the **last day of February following the calendar year for which the information return applies**. When a

due date falls on a Saturday, Sunday, or public holiday recognized by the CRA, your return is considered on time if we receive it or if it is postmarked on or before **the next business day**. Note that several provinces and territories have their own unique holidays. Therefore, due dates may be affected depending on where you reside. For a list of public holidays, go to [canada.ca/cra-due-dates](http://canada.ca/cra-due-dates).

You can send recipients an electronic copy of their T5008 slips. The recipient must have consented in writing or by email to receive the slips electronically.

Send the recipients’ copies of the T5008 slips to their last known address or deliver them in person. You have to do this on or before the day you have to file the T5008 information return.

## Chapter 2 – T5008 information return

### General information

A T5008 information return consists of T5008 slips and the related T5008 Summary.

### T5008 slip

Use this slip to report one transaction (or more than one transaction involving identical securities for the same client) you made for a person. There are three slips printed on each T5008 sheet.

For more information on how to complete the T5008 slip, see “Completing the T5008 slip” on page 11. For a sample of the slip, see page 26.

### T5008 Summary

Use this form to total all the proceeds of disposition or settlement amounts you report on the related T5008 slips.

You have to prepare a **separate** T5008 Summary when a beneficial owner claims previously unclaimed proceeds of disposition for securities transactions. For more information about unclaimed proceeds of disposition, see “Chapter 8 – Unclaimed proceeds of disposition” on page 16.

For more information on how to complete the T5008 Summary, see “Completing the T5008 Summary” on page 14. For a sample of the form, see page 27.

## Chapter 3 – Filing methods

Internet filing is available from January 10, 2022.

You **must** file information returns by Internet if you file **more than 50 information returns (slips)** for a calendar year.

If you use commercial or in house-developed software to manage your business, you can file up to **150 MB** by Internet file transfer. For example, a service bureau can file multiple returns in one submission, provided the total submission does not exceed the 150 MB restriction.



#### Note

If your return is more than 150 MB, you can either compress your return or divide it so that each submission is no more than 150 MB.

## Mandatory electronic filing

### Failure to file information returns over the Internet

If you file more than 50 information returns (slips) for a calendar year and you do not file the information returns by Internet file transfer or Web Forms, you are liable to a penalty decided as follows:

Number of information returns (slips) by type	Penalty
51 – 250	\$250
251 – 500	\$500
501 – 2,500	\$1,500
2,501 or more	\$2,500

Each slip is an information return, and the penalty we assess is based on the number of information returns filed in an incorrect format. The penalty is calculated according to the type of information return. For example, if you file 51 T5 slips and 51 T5008 slips on paper, we will assess two penalties of \$250, one for each type of information return.

## Filing by Web Forms

Our Web Forms application is free and secure. To use it, all you need is access to the Internet. With Web Forms you can complete an information return easily, following the step-by-step instructions.

Web Forms lets you:

- file up to 100 slips (original, additional, amended, or cancelled) from our website
- calculate all of the totals for the summary
- create an electronic information return containing slips and a summary, which can be saved and imported at a later date
- print all your slips and your summary
- validate data in real time

After you submit your information return, you will receive a confirmation number that will be your proof that we received it.

To use the Web Forms application, you must have a web access code. If you do not have a web access code, you can easily get one online or by calling us. For more information, see “Web access code” on this page.

To start using this application or to get more information about Web Forms, go to [canada.ca/taxes-iref](http://canada.ca/taxes-iref).

## Filing by Internet file transfer

Internet file transfer allows you to transmit an original or amended return with a maximum file size of 150 MB. All you need is a web browser to connect to the Internet and your software will create, print, and save your electronic T5008 return in XML format. For information about this filing method, contact your software publisher or go to [canada.ca/taxes-iref](http://canada.ca/taxes-iref).

## Web access code

To file your return over the Internet using the Internet file transfer or Web Forms service, you will need a business number and its associated web access code (WAC), unless you are filing through My Business Account or Represent a Client. For more information about these services, see the next section, “Filing without a web access code.” If you have misplaced or do not have a WAC, go to [canada.ca/taxes-iref](http://canada.ca/taxes-iref) to access our web access code online service. If you cannot get your WAC online or would like to change it, call the e-Services Helpdesk at 1-800-959-5525.

## Filing without a web access code

To register as a business owner, go to My Business Account at [canada.ca/my-cra-business-account](http://canada.ca/my-cra-business-account) and complete the following:

- Select “CRA Register” and create a CRA user ID and password or you can select “Sign-In Partner Login/Register” and use the same sign-in information you use for other online services (e.g. online banking).
- To register, you will need to provide:
  - your social insurance number (SIN)
  - your date of birth
  - your postal code or ZIP code
  - an amount you entered on your Income Tax and Benefit Return (the line requested will vary). It could be from either the current or previous tax year
  - your business number (BN)
- You must enter a CRA security code to finalize the registration process. You can ask for the CRA security code by paper mail or email.
- Return to My Business Account, to enter your CRA security code.

To register as a representative, this includes employees of a business, go to Represent a Client at [canada.ca/taxes-representatives](http://canada.ca/taxes-representatives) and complete the following:

- Select “CRA Register” and create a CRA user ID and password or you can select “Sign-In Partner Login/Register” and use the same sign-in information you use for other online services, such as online banking.
- To register, you will need to provide:
  - your access code from your notice of assessment
  - your postal code or ZIP code

- Register as the business owner (using your BN) or yourself and receive a representative identifier (RepID), or create a group of representatives and receive a group identifier (GroupID).

Get authorization to have online access by doing one of the following:

- using the “Authorization request” service with Represent a Client at [canada.ca/taxes-representatives](https://canada.ca/taxes-representatives)
- giving your BN, RepID, or GroupID to businesses or your employer so they can authorize you using the “Authorize or manage representatives” service in My Business Account at [canada.ca/my-cra-business-account](https://canada.ca/my-cra-business-account)

#### Note

If the business authorizes you online in My Business Account at [canada.ca/my-cra-business-account](https://canada.ca/my-cra-business-account), you will have immediate online access to the business accounts.

Once you are registered as the business owner, or registered and authorized as a representative, an employee, or a group of employees, you will be able to file or amend T5008 slips without a WAC.

## Filing using computer-printed (customized) forms

For those who complete a large number of slips, we accept certain slips other than our own. The applicable information printed on the back of the recipient’s information slip **must** be provided. To ensure accuracy, follow the guidelines for the production of customized forms at [canada.ca/cra-customized-forms](https://canada.ca/cra-customized-forms) or see Information Circular IC97-2R, Customized Forms.

## Filing on paper

If you file **1 to 50 slips**, we encourage you to file over the Internet using Internet file transfer or Web Forms. However, you can still file up to 50 slips on paper.

If you choose to file your return on paper, mail it to:

T5008 Program  
Jonquière Tax Centre  
Post Office Box 1300, LCD Jonquière  
Jonquière QC G7S 0L5

## Chapter 4 – Penalties and interest

### Late filing and failure to file the T5008 information return

You have to file the T5008 information return (slips) and give the T5008 slips to the recipients on or before the **last day of February following the calendar year to which the information return applies**. When a due date falls on a Saturday, Sunday, or public holiday recognized by the CRA, your return is considered on time if we receive it or if it is postmarked on or before **the next business day**.

The minimum penalty for late filing the T5008 information return is \$100 and the maximum penalty is \$7,500. For the complete penalty structure, go to [canada.ca/penalty-information-returns](https://canada.ca/penalty-information-returns).

## Failure to provide information on a return

Anyone who prepares an information return has to make a reasonable effort to get the necessary information, including identification numbers, from the individuals, trusts, corporations, or partnerships that will get the slips. If you do not do this, you may be liable to a \$100 penalty for each failure to comply with this requirement.

## Failure to provide an identification number

Individuals, trusts (see note under “Box 12 – Recipient identification number” on page 12), corporations, or partnerships have to give their social insurance number (SIN), their trust account number, their business number (BN) or their account number on request to anyone who has to prepare an information slip for them. A person or partnership that does not do so is liable to a \$100 penalty for each failure to comply with this requirement. This penalty does not apply if the person or partnership had applied for, but had not yet received, a SIN, a BN, or an account number at the time the return was filed.

A person or partnership that does not have an identification number must apply for one within 15 days of the date of an information request. After receiving the identification number, the person or partnership has 15 days to provide it to the person who is preparing the information return.

## Failure to provide a social insurance number (SIN) on a return

Make sure the SIN and name you enter on the T5008 slip for each individual recipient are correct.

If the individual does not give you their SIN, you should be able to show that you made a reasonable effort to get it. For example, if you contact a recipient by mail to ask for their SIN, record the date of your request and keep a copy of any correspondence that relates to it. If you do not make a reasonable effort to get a SIN, you may be subject to a penalty of \$100 for each failure. If you cannot get a SIN from the recipient, file your information return, without the SIN, no later than the last day of February. If you do not, you may be subject to a **penalty**.

A person who does not have a SIN can apply for one at any Service Canada Centre.

For more information, see Information Circular IC82-2R, Social Insurance Number Legislation That Relates to the Preparation of Information Slips, or visit Service Canada at [canada.ca/en/employment-social-development](https://canada.ca/en/employment-social-development).

## Using the identification number

If you have to prepare an information return, or if you are an officer, employee, or agent of someone who does, you cannot **knowingly** use or communicate an identification number, or allow it to be communicated, without the written consent of the individual, taxpayer, trust or partnership, other than as required or authorized by law or for the purpose for which the number was provided.

If you use an identification number for unauthorized purposes, you may be guilty of an offence. If convicted, you are liable to a maximum fine of \$5,000 or imprisonment of up to 12 months, or both.

## Interest

If you fail to pay an amount, we can apply interest from the day your payment was due. The interest rate we use is determined every three months, based on prescribed interest rates. Interest is compounded daily. We also apply interest to unpaid penalties. For the prescribed interest rates, go to [canada.ca/taxes-interest-rates](https://canada.ca/taxes-interest-rates).

## Cancel or waive penalties or interest

The CRA administers legislation, commonly called taxpayer relief provisions, that allows the CRA discretion to cancel or waive penalties or interest when taxpayers cannot meet their tax obligations due to circumstances beyond their control.

The CRA's discretion to grant relief is limited to any period that ended within 10 calendar years before the year in which a request is made.

For penalties, the CRA will consider your request only if it relates to a tax year or fiscal period ending in any of the 10 calendar years before the year in which you make your request. For example, your request made in 2021 must relate to a penalty for a tax year or fiscal period ending in 2011 or later.

For interest on a balance owing for any tax year or fiscal period, the CRA will consider only the amounts that accrued during the 10 calendar years before the year in which you make your request. For example, your request made in 2021 must relate to interest that accrued in 2011 or later.

To make a request, fill out form RC4288, Request for Taxpayer Relief – Cancel or Waive Penalties or Interest. For more information about relief from penalties or interest and how to submit your request, go to [canada.ca/taxpayer-relief](https://canada.ca/taxpayer-relief).

## Notice of assessment

We will only issue a notice of assessment for the T5008 information return if we apply a penalty.

## Chapter 5 – T5008 slip

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### Completing the T5008 slip

Before completing the T5008 slips, see “Chapter 3 – Filing methods” on page 8. We can process your T5008 information return more efficiently if you follow those instructions.

For more information about filing requirements and on the filing methods available, go to [canada.ca/taxes-iref](https://canada.ca/taxes-iref).

### Foreign currency reporting

Complete all T5008 slips in Canadian currency. Use the exchange rate that was in effect at the time of the

transaction or an average rate that includes the transaction period.

Foreign currency is usually converted to Canadian funds before it is credited to the recipient's account. However, certain taxpayers keep foreign currency accounts and choose to convert their account balances themselves. If you get proceeds of disposition in a foreign currency and deposit the amounts to your client's foreign currency account **without** converting them to Canadian funds, you can report in the foreign currency that applies. Identify foreign currency amounts by entering in box 13 the applicable currency code under international standard ISO 4217.

### Joint ownership

Complete only one T5008 slip to report a transaction, even if more than one person owns the securities. Include the names of the joint owners on lines 1 and 2 of the recipient area of the T5008 slip.

### Aggregate reporting

You can report more than one transaction involving **identical** securities for the **same** client by totalling the amounts and showing them as one transaction. Examples of identical securities are: units of the same mutual fund, all commodity futures, or the same class of stock of the same corporation.

### Recipient's name and address

**First and second lines** – Enter the individual's last name first, followed by the first name and initials or the legal name of the trust, corporation, organization, or institution. Do not enter the name of a secretary, treasurer, or anyone else with signing authority.

Enter any other information, such as the name of a second recipient for a jointly owned security.

In all cases, enter the recipient's full mailing address as follows:

**Third, fourth, and fifth lines** – Enter the recipient's full address, including city and province or territory (you can leave some lines blank). For the province or territory, use the two-letter abbreviations from the list on page 31.

**Postal code** – Enter the recipient's postal code.

### Name and address of trader or dealer in securities

Give the full name and mailing address of the person required to complete the information return in this area of each T5008 slip. To determine whether or not you have to file a T5008 information return, see “Who has to file a T5008 information return?” on page 7.

### Year

Enter the four digits of the calendar year in which the transaction took place.

## Void

If you make an error on a T5008 slip, enter a “✓.” We will disregard transactions on voided T5008 slips during processing.

## Box 10 – Report code

Enter on each slip one of the following codes to indicate whether the slip is:

- “O” original
- “A” amended (changing the financial data or identification information)
- “C” cancelled

When using code “A” or “C” enter a description at the top of the T5008 slip (that is, “AMENDED” or “CANCELLED”) and include a letter of explanation when you file a copy of the slip. For more details, see “Chapter 7 – After you file” on page 15.

## Box 11 – Recipient type

On each T5008 slip, enter one of the following codes to identify the person for whom the transaction was made:

- “1” individual (even if the SIN is not provided)
- “2” joint account
- “3” corporation
- “4” other, for example, association, trust (fiduciary-trustee, nominee, or estate), club, or partnership

## Box 12 – Recipient identification number

**If the recipient is an individual** (other than a trust), enter the individual’s social insurance number (SIN). When you report the disposition of a jointly owned security, enter only the SIN of the first individual you identified as a recipient.

You have to make a reasonable effort to get the recipient’s SIN. If you do not, you may be liable to a \$100 penalty for each time you do not provide the SIN on a slip. However, when a person tells you that they do not have a SIN but is applying for one, make sure you complete and file the return before the filing deadline. If you have not received the SIN by the time you prepare the T5008 slip, leave box 12 blank.

For more information on your obligation to provide a valid SIN, see “Failure to provide a social insurance number (SIN) on a return” on page 10.

### Note

If you are reporting a transaction made in trust to an institution for an individual (for example, a payment made to the trustee of a self-directed RRSP), **do not enter the individual’s SIN in box 12.**

**If the recipient is a trust**, enter the trust account number.

**If the recipient is a business (sole proprietor, corporation, or partnership)**, enter the recipient’s 15 character program account number in this area.

The program account number consists of three parts:

- the nine-digit BN number identifies the business
- the two-letter program identifier identifies the type of program account
- the four-digit reference number identifies each account in a program that a business may have

## Box 13 – Foreign currency

You should report all amounts in Canadian currency, unless the transaction meets the requirements explained in “Foreign currency reporting” on page 11.

For Canadian funds, leave this area blank.

Enter the applicable three-character alphabetic or numeric currency code using international standard ISO 4217. If possible, use the alphabetic codes, as follows:

- USD – United States, dollar
- JPY – Japan, yen
- HKD – Hong Kong, dollar
- AUD – Australia, dollar
- NZD – New Zealand, dollar
- DKK – Denmark, krone
- GBP – United Kingdom, pound
- EUR – European Union, euro
- OTH – Other

When you report amounts in foreign currency, keep the following in mind:

- print the name of the foreign currency on the T5008 slips (for example, U.S. DOLLARS) beside the “Identification of securities” text **above** the white box of box 17 for the recipient’s benefit
- if you file your T5008 information return on paper and leave box 13 blank, we will process the amounts on the T5008 slips as Canadian dollars
- when completing the T5008 Summary, you only have to enter one amount for total proceeds of disposition, whether or not you complete the T5008 slips in different currencies

## Box 14 – Date (MMDD)

Enter the month and day on which the transaction was completed (the settlement date). For example, if you completed the transaction on May 17, enter “0517.” If you are reporting the aggregate of transactions that occurred throughout the year, enter “1231” (December 31). Do not enter the year in this box.

## Box 15 – Type code of securities

Indicate the type of security by entering one of the following codes:

- BON – Bonds
- BO1 – A bulk transaction in bonds for which the quantity cannot be determined
- DOB – Debt obligations in bearer form
- DO1 – A bulk transaction in debt obligations in bearer form for which the quantity cannot be determined

- ELN – Equity linked notes
- FUT – Futures
- MET – Precious metals
- MFT – Units in a mutual fund trust or investment fund trust
- MSC – Miscellaneous
- OPC – Option contracts
- PTI – Publicly traded interest in a trust or partnership
- RTS – Rights
- SHS – Shares
- UNT – Units (for example, a unit consisting of a bond and a warrant)
- WTS – Warrants

These codes are the same as field 35A in the international standard ISO 15022. We have added certain codes and removed others to report transactions as required by the Act. However, if you use standard ISO 15022 to record transactions, you can use the field 35A codes and reproduce them without changes.

### Box 16 – Quantity of securities

Enter the quantity of securities involved in the transaction. The quantity must be in units that apply to that security (for example, for gold, give the number of ounces).

### Box 17 – Identification of securities

Enter a description of the securities in the white box (for example, Treasury bill, banker’s acceptance, shares of XYZ Corporation, debt obligation in bearer form).

### Box 18 – ISIN/CUSIP number

When the securities are identified by an ISIN number (International Securities Identification Number) or CUSIP number (Committee on Uniform Securities Identification Procedures), enter the number in box 18.

### Box 19 – Face amount

If the security represents indebtedness (for example, bonds and other debt obligations), enter the nominal value, in dollars and cents, that appears on the face of the document (that is, the amount to be repaid at maturity).

Leave this box blank if the security does not have a face amount (for example, shares or commodities).

### Box 20 – Cost or book value

Enter the cost or book value, in dollars and cents, of the securities involved.

#### Notes

Cost or book value is the total amount paid to purchase a security, including any transaction charges related to the purchase, adjusted for reinvested distributions, returns of capital and corporate reorganizations. The preparer is expected to take reasonable measures in order to ensure that the amount reported in box 20 is correct. **Do not enter** the market value or the current price the asset was sold for in box 20. The investor needs this amount to calculate the adjusted cost base (ACB) of the security or debt investment and to track gains (or losses).

This amount may or may not reflect the investor’s ACB for the purpose of determining their gain or loss from the disposition of the security. The investor should be aware that they may have to make adjustments to the amount indicated in box 20 at the time of determining and reporting their gain or loss from the disposition.

### Box 21 – Proceeds of disposition or settlement amount

You have to prepare a T5008 slip for all reportable transactions, regardless of the amount of proceeds. There is no administrative limit for reporting securities transactions.

#### Note

Box 21 may contain a negative amount **only** if the type of securities in box 15 is a future (FUT) or an option contract (OPC).

Enter, in dollars and cents, the total proceeds received by or credited to the recipient in exchange for the securities. We define proceeds on page 6.

For equity linked notes, report accrued interest from the debt obligation to the time of transfer on a T5 slip (see Guide T4015, T5 Guide – Return of Investment Income). Do not include the accrued interest in the proceeds of disposition amount.

#### Example

A \$10,000 Treasury bill is disposed of before it matures, and the bearer gets \$9,500. The proceeds of disposition are \$9,500. Enter “9,500” in box 21. Since the **face amount** of the Treasury bill is \$10,000, you would enter “10,000” in box 19.

Report **only** the total proceeds in box 21. Do not deduct any expenses from the proceeds and **do not report** negative amounts. See the related **Note** of box 21, above.

#### Example

A \$15,000 discounted bond is called before maturity. The bondholder gets a net credit of \$10,480, as follows:

Principal payment	\$ 10,000
<b>Add:</b> Accrued interest	500
Gross proceeds	\$ 10,500
<b>Minus:</b> Bank charges	20
Amount deposited to bondholder’s account	\$ 10,480

Since the proceeds of disposition are \$10,000, enter “10,000” in box 21. Do not include the accrued interest with the transaction proceeds. Report the accrued interest on a T5 slip. The bank charges do not represent an amount payable to the bondholder. Bondholders that are individuals can deduct this amount as outlays and expenses on Schedule 3 of their Income Tax and Benefit Return to determine the gain realized on the transaction.

### Boxes 22, 23, and 24 – Securities received on settlement (if applicable)

In some securities transactions, securities are received as proceeds of disposition. This usually happens in exchange

or conversion transactions. You should complete boxes 22, 23, and 24 only when you cannot readily determine the value of the securities received on settlement. Do not report any monetary values in these boxes.

Report, in box 21, any part of the proceeds that is credited in money.

#### Note

Some exchanges of securities are exempt from the reporting requirement. For more information, see “Who has to file a T5008 information return?” on page 7.

Certain securities can be redeemed in return for another type of security. For example, bonds may be redeemed for gold. However, gold is often converted, at the fair market value (FMV), and the proceeds (see definition on page 6) are credited to the recipient. In this case, you have to report these transactions in box 21.

Use boxes 22, 23, and 24 to report the transaction only if you cannot reasonably determine the FMV of the securities obtained on conversion.

The instructions for completing boxes 22, 23, and 24 are the same as those for boxes 15, 16, and 17.

#### Example

XYZ Corporation redeems a bond for 20 ounces of gold. If you could not determine the value of the gold, you would complete boxes 22, 23, and 24 as follows:

**Box 22** MET

**Box 23** 20 OZ

**Box 24** GOLD

Report **sections 85 and 85.1** transactions in these boxes as follows:

**Box 21** Leave this box blank for these transactions.

**Box 22** Enter “SHS.”

**Box 23** Enter the number of shares, units, or quantity of any other property or securities received as part of the proceeds of disposition.

**Box 24** Enter “Section 85” or “Section 85.1,” as applicable.

## Distributing the T5008 slips

You can send recipients an electronic copy of their T5008 slips, **on or before the last day of February following the calendar year to which the information return applies**, but they must have consented in writing or by email to receive the slips electronically.

#### Note

If you file your information return over the Internet or on electronic media, **do not** send us the paper copy of the forms that make up the return.

If you are filing on paper, send us each T5008 slip (three slips printed per sheet), along with the T5008 Summary, **on or before the last day of February following the calendar**

**year to which the information return applies.** Send these forms to:

T5008 Program  
Jonquière Tax Centre  
Post Office Box 1300, LCD Jonquière  
Jonquière QC G7S 0L5

Send two copies of the T5008 slip to the recipient on or before the last day of February following the calendar year to which the information return applies.

You do not have to keep a copy of the T5008 slips. However, you have to keep the information from which you prepared the slips in an accessible and readable format.

#### Note

When a business or activity ends, you have to send the appropriate copies of the T5008 slips to the recipients and us no later than 30 days after the date the business or activity ended.

## Chapter 6 – T5008 Summary

You have to complete a T5008 Summary if you prepare one or more T5008 slips.

#### Note

An address change cannot be done using the T5008 Summary. To update an address online, go to:

- **My Business Account** at [canada.ca/my-cra-business-account](http://canada.ca/my-cra-business-account), if you are the business owner, or
- **Represent a Client** at [canada.ca/taxes-representatives](http://canada.ca/taxes-representatives), if you are an authorized representative or employee

If you are not yet registered for the CRA’s online services, you must change your address by contacting your tax centre. The addresses of our tax centres are listed on page 31.

## Completing the T5008 Summary

Before you complete the T5008 Summary, see “Chapter 3 – Filing methods” on page 8. We can process your T5008 information return more efficiently if you follow those instructions.

Do not include amounts on the T5008 Summary for which you have not prepared a T5008 slip.

## Information return for the year ended December 31

Enter the four digits of the calendar year to which the information return relates.

## Account number

Enter the 15 characters of your account number in this area. The account number consists of three parts:

- the nine-digit BN identifies the business
- the two-letter program identifier identifies the type of BN program account, in this case, “RZ”

- the four-digit reference number identifies each program account a business may have

Please note, in order to create or maintain account numbers, you must be authorized to do so.

### Additional T5008 Summary

If this is an additional T5008 Summary, enter a “✓” in the box provided.

You have to file an additional T5008 Summary if you file additional T5008 slips. Include only original T5008 slips with report code “O.” For more information, see “Chapter 7 – After you file” on this page.

### Name and address of trader or dealer filing this T5008 Summary

Enter the name and the full mailing address of the person required to complete the information return. To determine whether or not you have to file a T5008 information return, see “Who has to file a T5008 information return?” on page 7.

### Language

Enter a “✓” in the appropriate box. Any future correspondence and information we send you will be in the language you choose.

### Box 21 – Total proceeds of disposition or settlement amount

Enter the total proceeds of disposition from box 21 of all the T5008 slips you are filing with this T5008 Summary.

### Box 40 – Number of T5008 slips you have filed

Enter the total number of T5008 slips you are filing with this T5008 Summary. Do not include in this total any T5008 slips you marked “VOID” or left blank.

### Is this T5008 Summary for unclaimed proceeds of disposition account?

Enter a “✓” in the “Yes” box if this is a separate T5008 Summary to report a payment of previously unclaimed proceeds of disposition. If not, enter a “✓” in the “No” box. For more information, see “Chapter 8 – Unclaimed proceeds of disposition” on page 16.

### Box 41 – Contact person

Enter the name of a person who can answer any questions we may have about this T5008 information return.

### Box 42 – Telephone number

Enter the telephone number of the contact person.

### Certification

A person with signing authority has to sign and date the information return in this area of the T5008 Summary.

## Filing the T5008 Summary

You can file the T5008 Summary by Internet file transfer or electronic media. For more information, see “Chapter 3 – Filing methods” on page 8.

If you filed on **paper**, send the completed T5008 Summary, along with the related T5008 slips to:

T5008 Program  
Jonquière Tax Centre  
Post Office Box 1300, LCD Jonquière  
Jonquière QC G7S 0L5

You must send these on or before the last day of February following the calendar year to which the T5008 information return relates.

When a business or activity ends, you have to send the T5008 Summary and the related slips no later than 30 days after the date the business or activity ended.

You may want to keep a working copy of the T5008 Summary for your records.

## Chapter 7 – After you file

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When we receive your information return, we check it to see if you have prepared it correctly. After an initial review, we enter your return into our processing system, which captures the information and performs various validity and balancing checks. If there are any problems, we may contact you.

### Amending, cancelling, adding, or replacing slips

After filing your information return, you may notice an error on the T5008 slips. If so, you will have to prepare amended slips to correct the information.

#### Amending or cancelling slips over the Internet

To amend a slip over the Internet, change only the information that is incorrect and retain all of the remaining information that was originally submitted. Use summary report type code “A” and slip report type code “A.”

To cancel a slip, do not change any information that was contained on the original slip. Use summary report type code “A” and slip report type code “C.”

For more information about amending or cancelling information returns using the Internet, go to [canada.ca/taxes-iref](http://canada.ca/taxes-iref).

#### Amending or cancelling slips on paper

Clearly identify the new slips as amended or cancelled by writing “AMENDED” or “CANCELLED” at the top of each slip. Make sure you fill in all the necessary boxes, including the information that was correct on the original slip. Send two copies of the slips to the recipient.

Send one copy of the amended or cancelled slips with a letter explaining the reason for the amendment or cancellation to your tax centre. The addresses of our tax

centres are listed on page 31. Do not file an amended or cancelled T5008 Summary.

## Adding slips

After you file your information return, you may discover that you need to send us additional slips. If you have original slips that were not filed with your information return, file them separately either electronically or on paper.

If you file additional slips on paper, clearly identify the new slips by writing "ADDITIONAL" at the top of each slip. Send one copy of the additional slips to any tax centre. The addresses of our tax centres are listed on page 31.

We also accept additional T5008 original slips in electronic format. For more information, see "Filing methods" on page 8 or go to [canada.ca/taxes-iref](http://canada.ca/taxes-iref).

### Note

Any additional T5008 slips that are filed after the due date may result in a late filing penalty. For the penalty structure, see "Late filing and failure to file the T5008 information return" on page 10 or go to [canada.ca/penalty-information-returns](http://canada.ca/penalty-information-returns).

## Replacing slips

If you issue T5008 slips to replace copies that were lost or destroyed, do not send us copies of these slips. Clearly identify them as "DUPLICATE" copies and keep a copy for your records.

## Chapter 8 – Unclaimed proceeds of disposition

**Unclaimed proceeds of disposition** are proceeds of disposition you get in a tax year for a person (the beneficial owner) who remains unknown at the end of your next tax year. If you still hold unclaimed proceeds then, you have to deduct a specified percentage of tax from these amounts and send it to the receiver general within 60 days.

## Remittances

To calculate the tax, subtract any outlays and expenses relating to the disposition of the property from the proceeds of its disposition (if you did not deduct the outlays and expenses in calculating your income). Multiply the result by 50%. Send the tax withheld with a statement showing the period covered, net proceeds, and amount of tax deducted. Send the payment and statement separately from any T5008 information return you may be filing.

### Example

As a securities dealer with a tax year ending on March 31, you received proceeds of \$30,000 during the previous tax year for an unidentified beneficiary. The rightful owner of the proceeds is still unknown on March 31 of the current tax year. You have to send \$15,000 to the receiver general within 60 days after the end of the current tax year (i.e. before May 31).

If you are a trader or dealer in securities, penalties apply if you do not send amounts withheld. For a first failure in a calendar year, the penalty is 10% of the amount that was withheld but not sent. A second or later failure in the same calendar year could result in a penalty of 20% of the amount that was withheld but not sent.

We will charge you interest on amounts that you do not send as required. Interest accrues at a prescribed rate from the required date of remittance to the date you send it and is payable to the receiver general.

## Reporting requirements

If you are a trader or dealer in securities holding an unclaimed amount and you later identify the beneficial owner and pay the amount, you have to prepare a separate T5008 information return. In this case, prepare a separate T5008 Summary and related T5008 slips for the applicable tax year to report the proceeds paid and the tax withheld. The beneficial owner has to calculate the amount of income from these securities transactions and include it in income for the calendar year shown on the T5008 slip. The beneficial owner can claim as a credit the tax you withheld. A non-resident will generally claim the credit in the same way as a resident.

In some cases, you can pay unclaimed proceeds of disposition received in different calendar years to the same beneficial owner in one lump sum. If so, you have to prepare separate T5008 slips for each calendar year in which you received the proceeds.

You also have to report the amount of tax withheld on the T5008 slip. Identify the amount as "TAX WITHHELD" and enter it directly below the recipient's name and address. Enter "UNCLAIMED PROCEEDS OF DISPOSITION ACCOUNT" directly below the name and address of the trader or dealer in securities. There is no separate box to enter this amount.

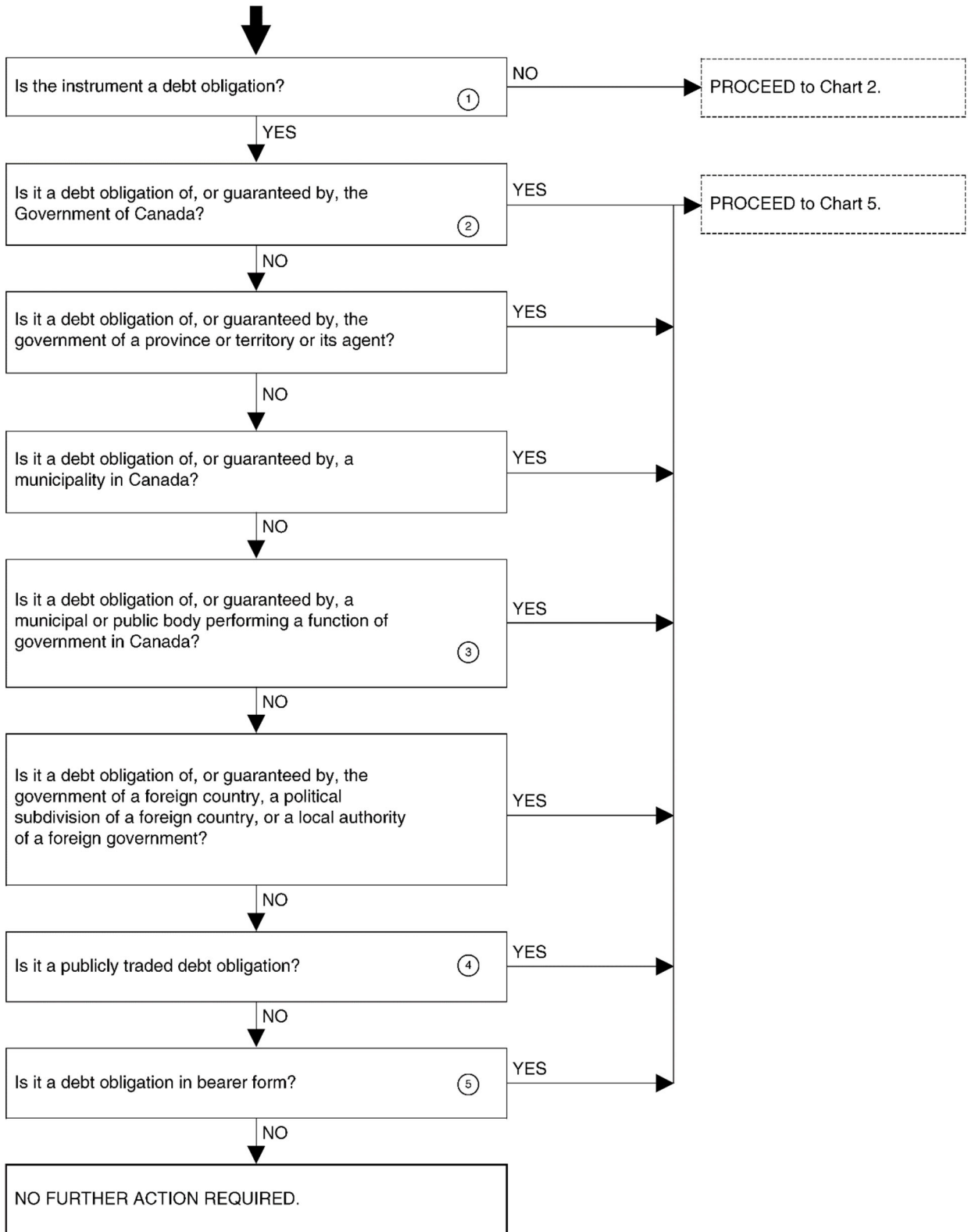
### Note

Submissions for unclaimed dividends and unclaimed interest must be filed on paper.



# Appendix A – Flowcharts

## Chart 1 – Debt obligations

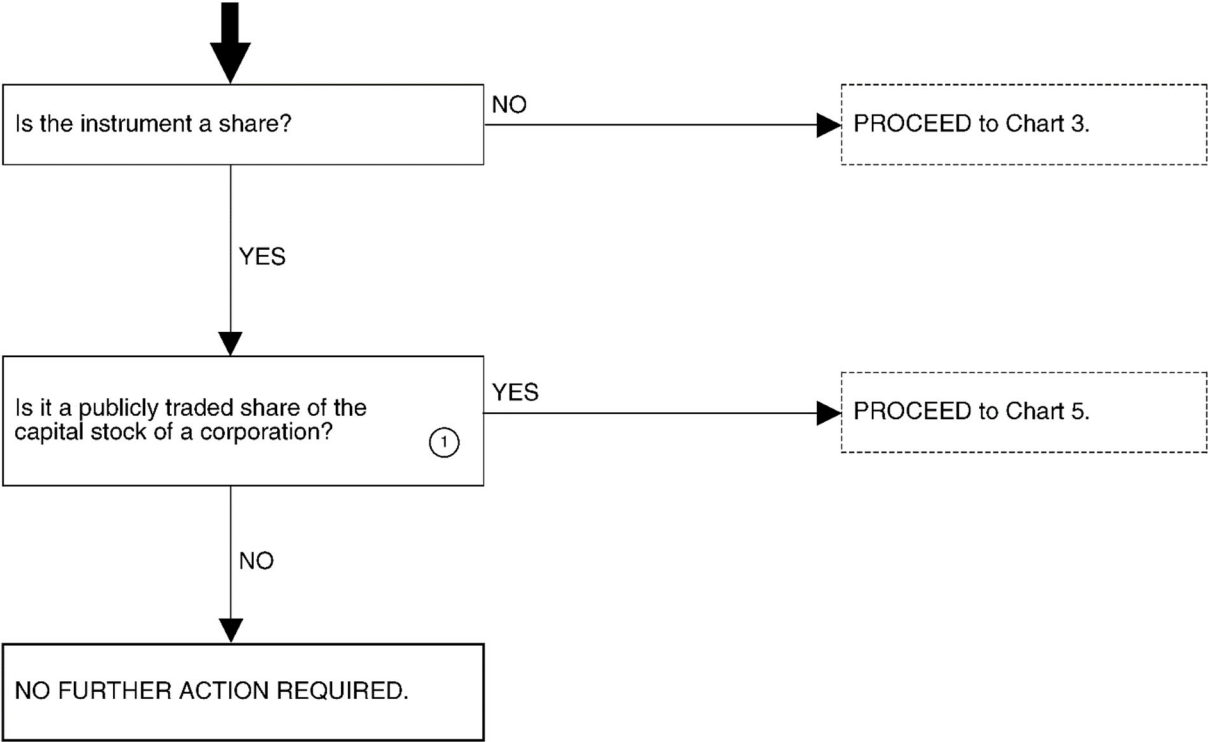


## Debt obligations

### Notes

1. Debt obligations include bonds, debentures, notes, or any other certificates of indebtedness.
2. This category includes Government of Canada Treasury bills.
3. Municipal or public bodies performing a function of government in Canada include school boards, educational institutions, and hospitals.
4. Publicly traded means:
  - listed or posted for trading on a stock exchange, commodity exchange, futures exchange, or any other exchange, including exchanges in foreign jurisdictions
  - sold and distributed by prospectus, registration statement, or similar document filed with a public authority such as a provincial securities commission
5. Banker's acceptances and commercial paper are examples of debt obligations in bearer form that are not usually traded publicly. Debt obligations in bearer form include debt obligations payable to the "bearer" or to "cash." Instruments held in street name (that is, in the name of a broker or another nominee) are usually endorsed to the bearer.

# Chart 2 – Shares



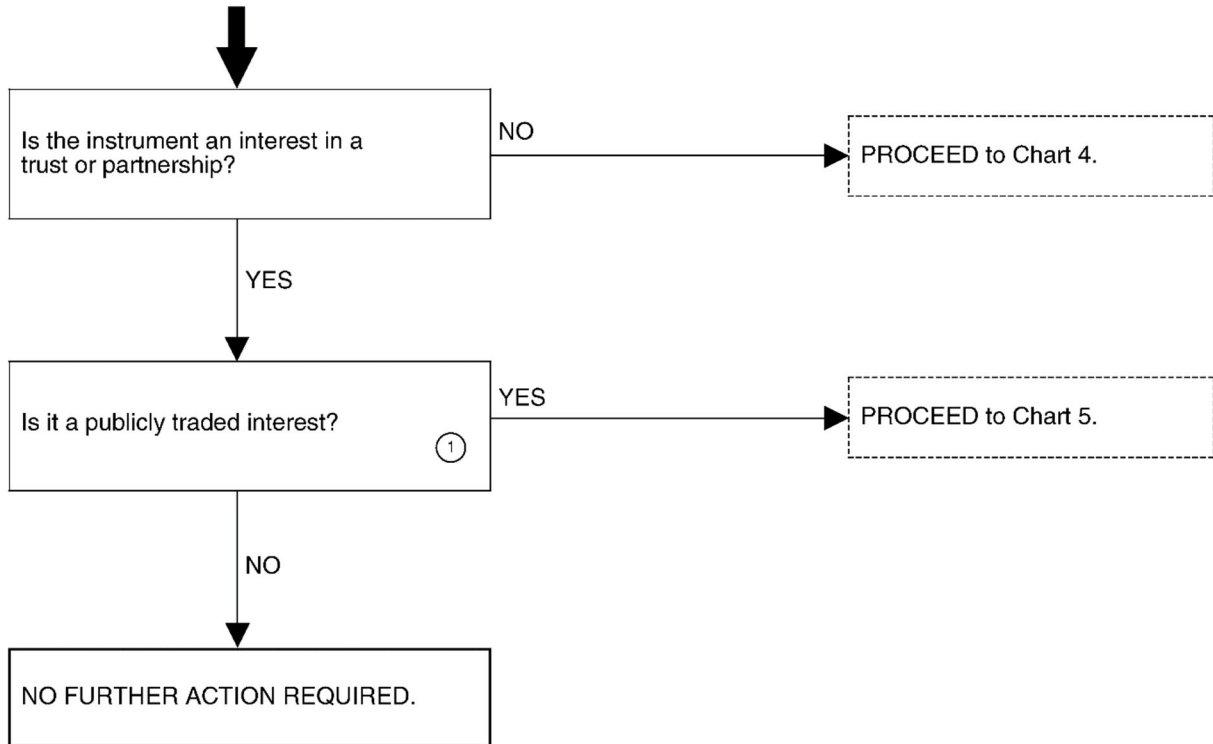
## Shares

### Note

Publicly traded means:

- listed or posted for trading on a stock exchange, commodity exchange, futures exchange, or any other exchange, including exchanges in foreign jurisdictions
- sold and distributed by prospectus, registration statement, or similar document filed with a public authority such as a provincial securities commission

### Chart 3 – Interest in a trust or partnership



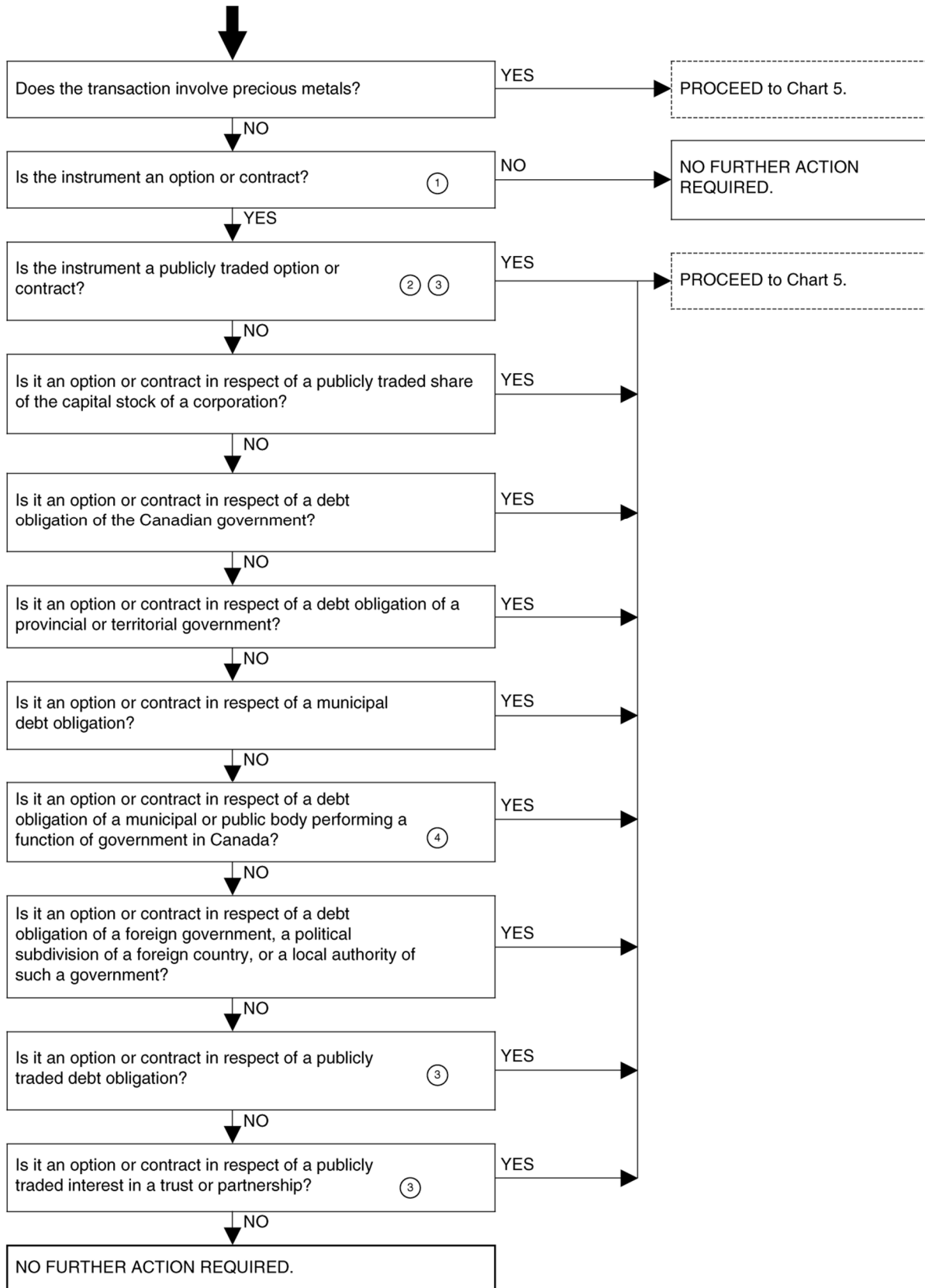
### Interest in a trust or partnership

#### Note

Publicly traded means:

- listed or posted for trading on a stock exchange, commodity exchange, futures exchange, or any other exchange, including exchanges in foreign jurisdictions
- sold and distributed by prospectus, registration statement, or similar document filed with a public authority such as a provincial securities commission

## Chart 4 – Other securities

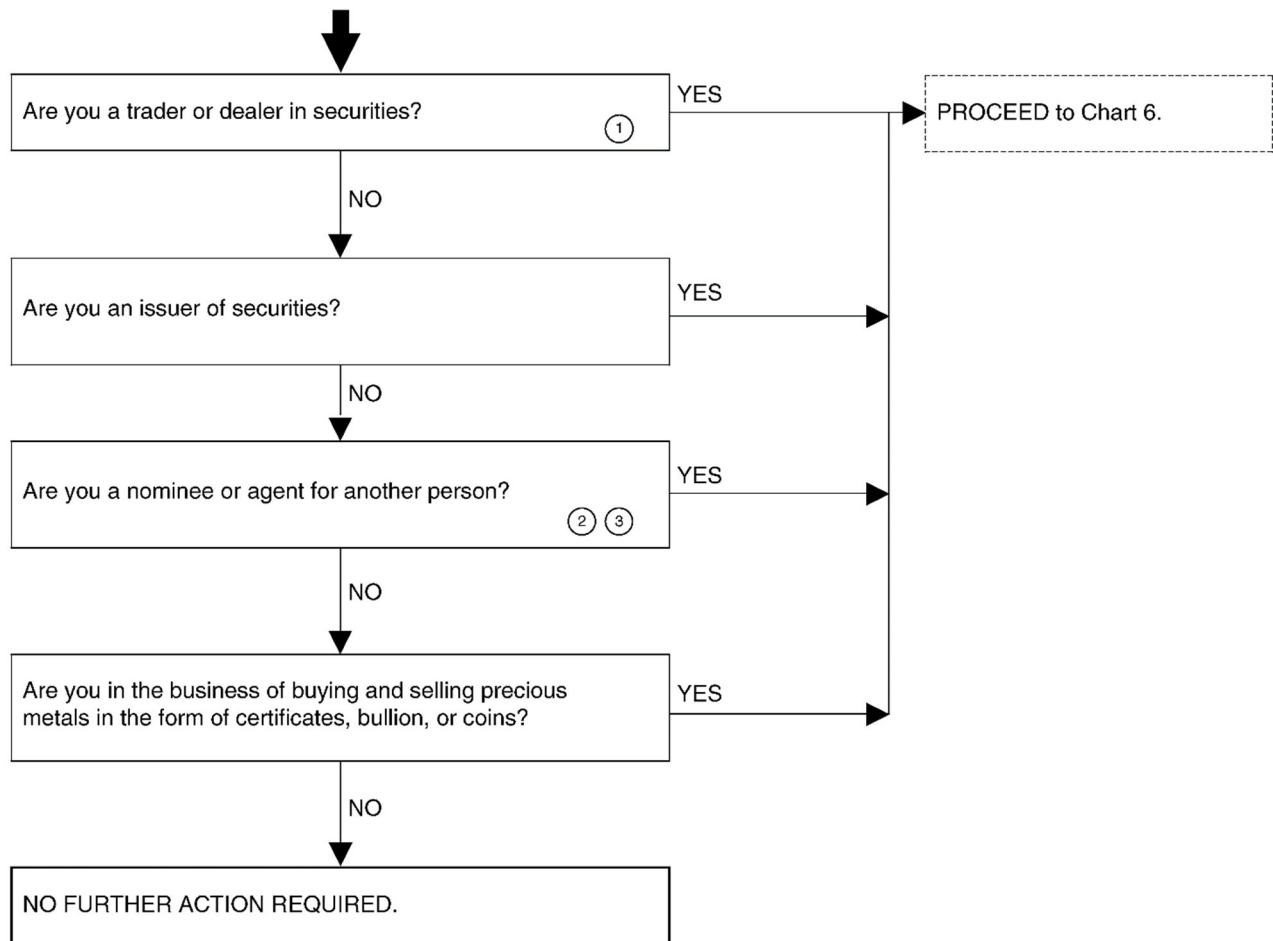


## Other securities

### Notes

1. An option is a right to buy or sell securities during an agreed period at a fixed price. Unlike an option, a contract for securities creates an obligation to buy or sell the securities.
2. A security includes a publicly traded option or contract for any property, including commodities, financial futures, foreign currency, precious metals, or any index relating to any property.
3. Publicly traded means:
  - listed or posted for trading on a stock exchange, commodity exchange, futures exchange, or any other exchange, including exchanges in foreign jurisdictions
  - sold and distributed by prospectus, registration statement, or similar document filed with a public authority such as a provincial securities commission
4. Municipal or public bodies performing a function of government in Canada include school boards, educational institutions, and hospitals.

## Chart 5 – Reporting institutions

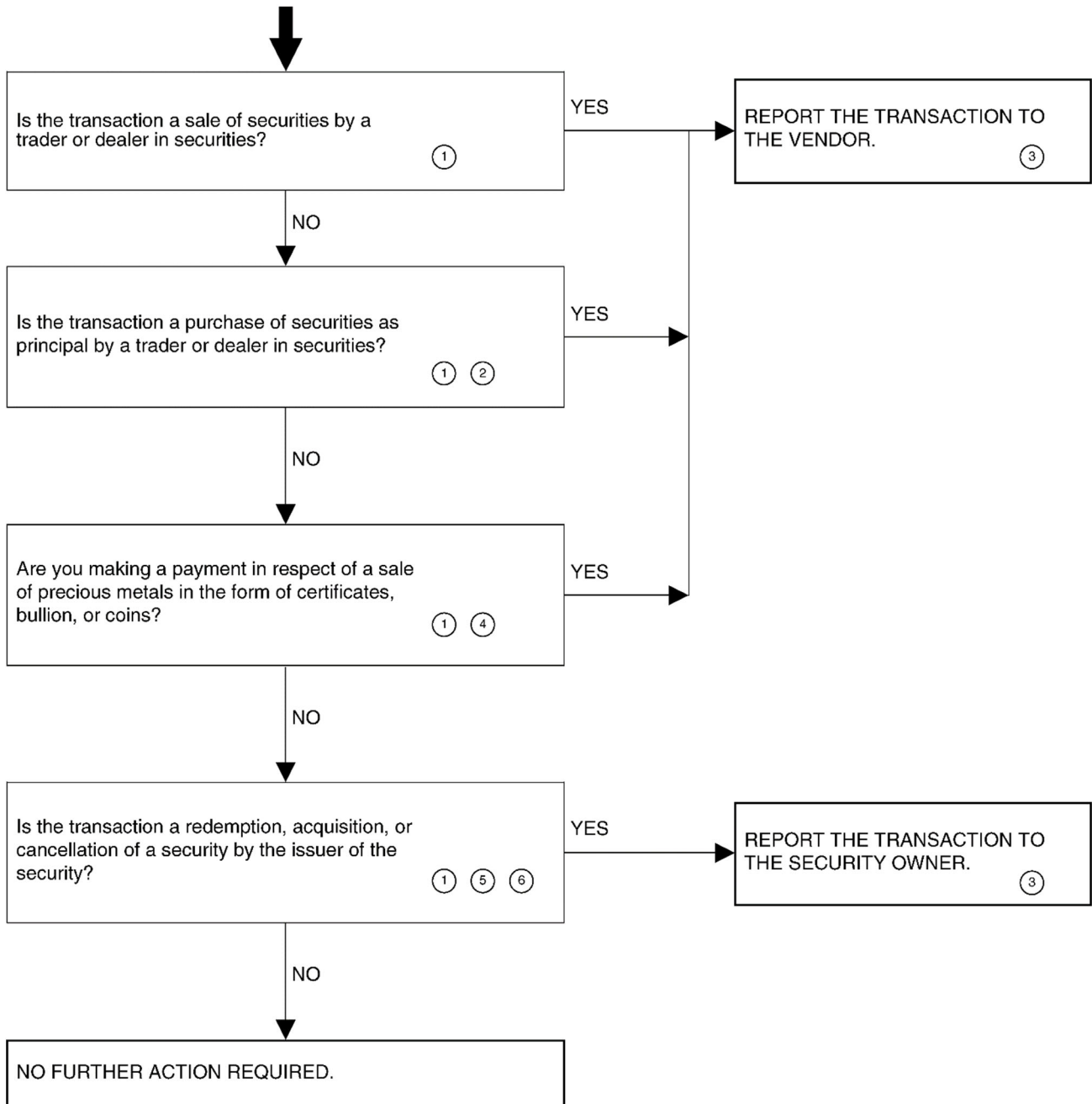


## Reporting institutions

### Notes

1. A trader or dealer in securities is:
  - a person who is registered or licensed under the laws of a province or territory to trade in securities
  - a person who commonly makes sales of securities as an agent for other persons
2. A nominee is a person or firm, such as a bank official or brokerage house, into whose name securities are transferred to make transactions easier. The customer remains the true owner of the securities.  
An agent is any person authorized to act for another person in transactions involving a third party. An agent includes:
  - an account executive or an investment counsellor who advises and handles orders for clients
  - a person appointed by a corporation to maintain records of stock and bond owners, to cancel and issue certificates, and to distribute payments to stock or bond owners
3. The reporting requirement for securities transactions does not apply to transactions for which an information return is required under section 202 (payments to non-residents) or section 204 (estates and trusts) of the Income Tax Regulations.

## Chart 6 – Reporting the transactions





## Reporting the transactions

### Notes

1. If a person acts as nominee or agent of the vendor or security owner and gets the proceeds of disposition from the transaction, that person has to report the transaction to the vendor or security owner.
2. A purchase as principal means a purchase on your own account. Do not report purchases made for clients or other investors.
3. You do not need to:
  - report transactions to another trader or dealer in securities, except if you purchase securities from a non-resident trader or dealer in securities
  - report a sale of securities by a trader or dealer in securities on behalf of a non-taxable entity such as a registered retirement savings plan, a deferred profit-sharing plan, a registered pension plan, a municipality, an agricultural organization, a board of trade, or a chamber of commerce, or a municipal or public body such as a school board, educational institution, or hospital
4. Do not report a sale of currencies or precious metal in the form of jewellery, works of art, or numismatic coins. Do not report a sale of precious metals by a person who, in the ordinary course of business, produces or sells precious metals in bulk or commercial quantities.
5. Do not report the redemption, acquisition, or cancellation of a debt obligation if:
  - the debt obligation is issued for its principal amount
  - the redemption, acquisition, or cancellation satisfies all of the issuer's obligations (that is, once the redemption occurs, no more amounts are payable to any person with an interest in the debt obligation)
  - each person with an interest in the debt obligation is entitled to an equal proportion of principal and interest payments (that is, the debt obligation is not a strip bond)
  - an information return is already required to be made as a result of the redemption, acquisition, or cancellation (for example, a T5 slip for the redemption of an investment contract or a T600 slip for accrued interest on redemption of a bond, debenture, or similar security)
6. Do not report transactions involving:
  - convertible property, that is, shares, bonds, debentures, or notes of a corporation which give the holder the right to exchange the security for shares of the same corporation (if you get consideration, other than shares, of \$200 or more in the conversion, you have to report the transaction)
  - capital property that is a bond exchanged for another bond of the same debtor when the provisions of the exchanged bond gave the holder the right to make the exchange and the exchanged bond and the acquired bond both have the same maturity value
  - the redemption, cancellation, or acquisition of shares as a result of an amalgamation (if you get consideration, other than shares, of \$200 or more in the exchange, you have to report the transaction)
  - share-for-share exchanges as a result of a capital reorganization of a corporation (report all transactions when you get any consideration other than shares)
  - interests in a partnership disposed of when a partnership ends
  - interests in a partnership transferred when a new partnership continues from a predecessor partnership





# Appendix C – Distributing your copies

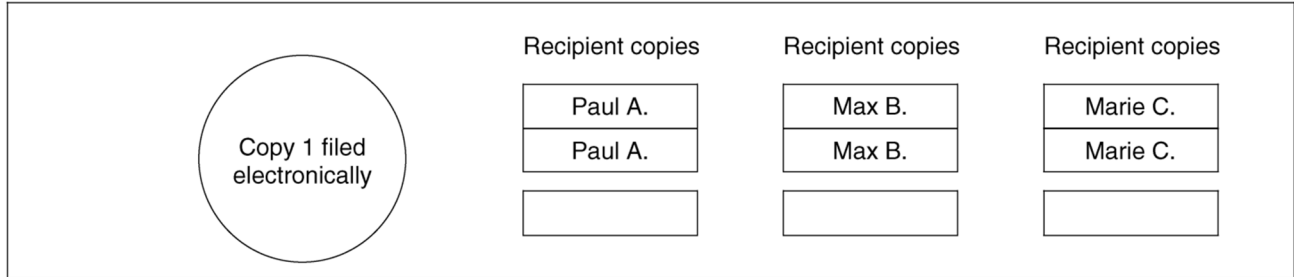
## How to prepare, distribute, and file your T5008 slips with your T5008 Summary

You can use this form whether you file your information return electronically or on paper. For more information on how to complete the T5008 slip and the T5008 Summary, see “Completing the T5008 slip,” on page 11 and “Completing the T5008 Summary,” on page 14.

### When filing electronically:

Follow the instructions and technical specifications at [canada.ca/taxes-iref](http://canada.ca/taxes-iref) to file your information return. Produce two paper copies for the recipient and one copy (optional) for your records.

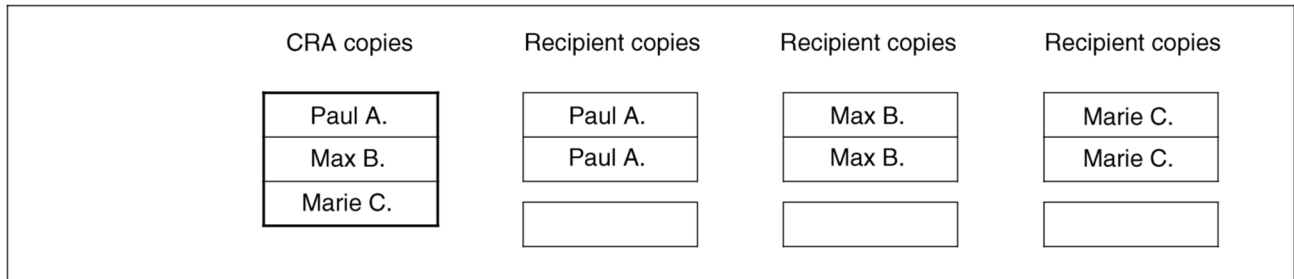
### Example



### When filing on paper:


- Use one sheet for three different recipients for the copy you are sending to the CRA. Do not separate the slips when you send them with your T5008 Summary.
- Use a separate sheet for the two copies you are giving to the recipient and the copy you are keeping in your records.

### Example





# T5008 slip (file with CRA)

Agence du revenu du Canada  Canada Revenue Agency  	Year Année	VOID ANNULÉ	10 Report code Code du feuillet	11 Recipient type Type de bénéficiaire	12 Recipient identification number Numéro d'identification du bénéficiaire	13 Foreign currency Devises étrangères	<b>Protected B / Protégé B</b> when completed / une fois rempli <b>T5008</b> Statement of Securities Transactions État des opérations sur titres	
	14 Date MMDD – MMJJ	15 Type code of securities Code de genre de titres	16 Quantity of securities Quantité de titres	17 Identification of securities Désignation des titres				
	18 ISIN/CUSIP number Numéro ISIN/CUSIP	19 Face amount Valeur nominale	20 Cost or book value Coût ou valeur comptable	21 Proceeds of disposition or settlement amount Produits de disposition ou paiements				
	22 Type code of securities received on settlement Code de genre de titres reçus en guise de règlement	23 Quantity of securities received on settlement Quantité de titres reçus en guise de règlement	24 Identification of securities received on settlement Désignation des titres reçus en guise de règlement					
Last name (print) – Nom de famille (en lettres moulées)			First name and initials – Prénom et initiales			Name and address of trader or dealer in securities Nom et adresse du négociant ou du courtier en valeurs		
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="writing-mode: vertical-rl; transform: rotate(180deg);">                     Recipient Bénéficiaire                 </div> <div style="border: 1px solid black; width: 90%; height: 100%;"></div> </div>								
See the privacy notice on your return. Consultez l'avis de confidentialité dans votre déclaration.								
T5008 (21)								

## Appendix E – Provincial and territorial codes

Use the following abbreviations when you enter the province or territory on the T5008 slip and the T5008 Summary.

Newfoundland and Labrador.....NL	Saskatchewan.....SK
Prince Edward Island.....PE	Alberta.....AB
Nova Scotia.....NS	British Columbia.....BC
New Brunswick.....NB	Nunavut.....NU
Quebec.....QC	Northwest Territories.....NT
Ontario.....ON	Yukon.....YT
Manitoba.....MB	

## Appendix F – References

The following publications relate to topics included in this guide and are available by going to [canada.ca/cra-forms-publications](http://canada.ca/cra-forms-publications) or by calling 1-800-959-5525.

### Information Circulars

IC07-1R	Taxpayer Relief Provisions
IC82-2R	Social Insurance Number Legislation That Relates to the Preparation of Information Slips
IC97-2R	Customized Forms

### Interpretation Bulletins

IT-95R	Archived Foreign Exchange Gains and Losses
IT-96R	Archived Options Granted by Corporations to Acquire Shares, Bonds, or Debentures and by Trusts to Acquire Trust Units

IT-115R	Archived Fractional Interest in Shares
IT-146R	Archived Shares Entitling Shareholders to Choose Taxable or Capital Dividends
IT-346R	Archived Commodity Futures and Certain Commodities
IT-396R	Archived Interest Income
IT-479R	Archived Transactions in Securities (and its Special Release)

### Guide

T4015	T5 Guide – Return of Investment Income
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## Addresses of tax centres

Traders or dealers served by a tax services office on the left side of the following list should deal with the corresponding tax centre or office on the right.

British Columbia, New Brunswick, Newfoundland and Labrador, Nova Scotia, Prince Edward Island, Nunavut, Yukon, Belleville, Chicoutimi, Hamilton, Kingston, Kitchener/Waterloo, Laval, Montréal, Montérégie-Rive-Sud, Ottawa, Outaouais, Peterborough, Québec, Regina, Rimouski, Rouyn-Noranda, Sherbrooke, St. Catharines, Sudbury (North-Eastern Ontario only*), and Trois-Rivières	<b>Prince Edward Island Tax Centre</b> 275 Pope Road Summerside PE C1N 6A2
Toronto Centre, Toronto East, Toronto North, Toronto West, and Sudbury (Sudbury/Nickel Belt only**)	<b>Sudbury Tax Centre</b> Post Office Box 20000, Station A Sudbury ON P3A 5C1
Alberta, Manitoba, Northwest Territories, London, Saskatoon, Thunder Bay, and Windsor	<b>Winnipeg Tax Centre</b> 66 Stapon Road Winnipeg MB R3C 3M2
* Northeastern Ontario includes all areas outside Sudbury/Nickel Belt that are served by the Sudbury Tax Services Office.	
** The Sudbury/Nickel Belt area includes all postal codes beginning with P3A, P3B, P3C, P3E, P3G, P3L, P3N, P3P, and P3Y, as well as postal codes beginning with P0M and ending with 1A0, 1B0, 1C0, 1E0, 1H0, 1J0, 1K0, 1L0, 1M0, 1N0, 1P0, 1R0, 1S0, 1T0, 1V0, 1W0, 1Y0, 2C0, 2E0, 2M0, 2R0, 2S0, 2X0, 2Y0, 3A0, 3B0, 3C0, 3E0, and 3H0.	

## Online services

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### Handling business taxes online

Save time using the CRA's digital services for businesses. You can:

- make a payment to the CRA online with My Payment or a pre-authorized debit (PAD) agreement, or create a QR code to pay in person at Canada Post
- file a return, view the status of filed returns, and adjust returns online
- submit documents to the CRA
- authorize a representative for online access to your business accounts
- register to receive email notifications and to view mail from the CRA in My Business Account
- manage addresses
- manage direct deposit information
- submit an audit enquiry

To log in to or register for the CRA's digital services, go to:

- My Business Account at [canada.ca/my-cra-business-account](https://canada.ca/my-cra-business-account), if you are a business owner
- Represent a Client at [canada.ca/taxes-representatives](https://canada.ca/taxes-representatives), if you are an authorized representative or employee

For more information, go to [canada.ca/taxes-business-online](https://canada.ca/taxes-business-online).

### CRA BizApp

CRA BizApp is a mobile web app that offers secure access for small business owners and sole proprietors to view accounting transactions, pay outstanding balances, make interim payments and more. You can access CRA BizApp on any mobile device with an Internet browser—no app stores needed! To access the app, go to [canada.ca/cra-mobile-apps](https://canada.ca/cra-mobile-apps).

### Receiving your CRA mail online

Sign up for email notifications to find out when your CRA mail, like your notice of assessment, is available online.

For more information, go to [canada.ca/cra-business-email-notifications](https://canada.ca/cra-business-email-notifications).

### Authorizing the withdrawal of a pre-determined amount from your Canadian chequing account

PAD is a secure, online self-service payment option for individuals and businesses to pay their taxes. A PAD lets you authorize withdrawals from your Canadian chequing account to pay the CRA. You can set the payment dates and amounts of your PAD agreement using the CRA's secure My Business Account service at [canada.ca/my-cra-business-account](https://canada.ca/my-cra-business-account) or the CRA BizApp at [canada.ca/cra-mobile-apps](https://canada.ca/cra-mobile-apps). PADs are flexible and managed by you. You can use My Business Account to view historical records and modify, cancel, or skip a payment. For more information, go to [canada.ca/pay-authorized-debit](https://canada.ca/pay-authorized-debit).



## For more information

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### What if you need help?

If you need more information after reading this publication, go to [canada.ca/taxes](http://canada.ca/taxes) or call 1-800-959-5525.

### Direct deposit

Direct deposit is a fast, convenient, and secure way to get your CRA payments directly into your account at a financial institution in Canada. For more information and ways to enrol, go to [canada.ca/cra-direct-deposit](http://canada.ca/cra-direct-deposit).

### Forms and publications

The CRA encourages electronic filing of your return. If you need a paper version of the CRA's forms and publications, go to [canada.ca/cra-forms-publications](http://canada.ca/cra-forms-publications) or call 1-800-959-5525.

### Tax Information Phone Service (TIPS)

For tax information by telephone, use our automated service, TIPS, by calling 1-800-267-6999.

### Teletypewriter (TTY) users

If you have a hearing or speech impairment and use a TTY, call 1-800-665-0354.

If you use an **operator-assisted relay service**, call our regular telephone numbers instead of the TTY number.

### Electronic mailing lists

The CRA can notify you by email when new information on a subject of interest to you is available on our website. To subscribe to our electronic mailing lists, go to [canada.ca/cra-email-lists](http://canada.ca/cra-email-lists).

## Complaints and disputes

### Service complaints

You can expect to be treated fairly under clear and established rules, and get a high level of service each time you deal with the Canada Revenue Agency (CRA). For more information about the Taxpayer Bill of Rights, go to [canada.ca/taxpayer-rights](http://canada.ca/taxpayer-rights).

If you are not satisfied with the service you received:

1. Try to resolve the matter with the CRA employee you have been dealing with or call the telephone number provided in the CRA's correspondence. If you do not have contact information, go to [canada.ca/cra-contact](http://canada.ca/cra-contact).
2. If you have not been able to resolve your service-related issue, you can ask to discuss the matter with the employee's supervisor.
3. File a service complaint by filling out Form RC193, Service Feedback. For more information and how to file a complaint, go to [canada.ca/cra-service-feedback](http://canada.ca/cra-service-feedback).

If you are not satisfied with how the CRA has handled your service-related complaint, you can submit a complaint with the Office of the Taxpayers' Ombudsperson.

### Formal disputes (objections and appeals)

If you disagree with an assessment, determination, or decision, you have the right to register a formal dispute.

For more information about objections or formal disputes, and related deadlines, go to [canada.ca/cra-complaints-disputes](http://canada.ca/cra-complaints-disputes).

### Reprisal complaint

If you have previously submitted a service complaint or requested a formal review of a CRA decision and feel you were not treated impartially by a CRA employee, you can submit a reprisal complaint by filling out Form RC459, Reprisal Complaint.

For more information about complaints and disputes, go to [canada.ca/cra-complaints-disputes](http://canada.ca/cra-complaints-disputes).