

## Completing your Ontario forms

The following information will help you complete Form ON428, *Ontario Tax*, and Form ON479, *Ontario Credits and Senior Homeowners' Property Tax Grant*.

The terms **spouse** and **common-law partner** are defined in the *General Income Tax and Benefit Guide*.

For the purposes of the Ontario Tax Reduction (Form ON428) and the Ontario Sales Tax Credit (Form ON479), the term **dependent child** refers to a child born in 1991 or later of whom you are a parent and who, in 2009, lived with you and was resident in Canada. A child for whom anyone claims an amount for an eligible dependant on line 5816 of Form ON428 may be a dependent child. However, a child for whom anyone claims a spouse or common-law partner amount on line 5812, or receives an amount under the federal *Children's Special Allowances Act*, is not a dependent child.

The term **end of the year** means December 31, 2009, if you were a resident of Ontario on that date, the date you left Canada if you emigrated in 2009, or the date of death for a resident of Ontario who died in 2009.

### Tax Tip

A number of Ontario tax measures are distinct from corresponding federal measures. However, many rules for calculating Ontario tax are still based on the federal *Income Tax Act*. As a result, you may find it easier to calculate your federal tax first. Your total taxes payable will be the same, no matter which tax you calculate first.

## Form ON428, Ontario Tax

Complete Form ON428 if you were a resident of Ontario at the end of the year.

If you had income from a business with a permanent establishment outside Ontario, complete Form T2203, *Provincial and Territorial Taxes for 2009 – Multiple Jurisdictions*, **instead of** Form ON428.

You also have to complete Form ON428 if you were a non-resident of Canada in 2009 and you earned income from employment in Ontario or received income from a business with a permanent establishment only in Ontario.

### Step 1 – Ontario non-refundable tax credits

The rules for claiming the Ontario non-refundable tax credits are the same as for the corresponding federal non-refundable tax credits. However, **the value and calculation of most Ontario non-refundable tax credits are different from the corresponding federal credits.**

To calculate many of the non-refundable tax credits, you will need to use the *Provincial Worksheet* in this book.

#### Newcomers to Canada and emigrants

If you prorated any of the amounts you claimed on lines 300 to 306, 315, 316, 318, 324, and 326 of your federal Schedule 1, you have to prorate the corresponding Ontario amounts on lines 5804 to 5820, 5840, 5844, 5848, 5860, and 5864.

#### Line 5804 – Basic personal amount

Claim the basic personal amount of \$8,881.

#### Line 5808 – Age amount

You can claim this amount if you were 65 years of age or older on December 31, 2009, and your net income (line 236 of your return) is less than \$61,187.

If your net income is:

- \$32,280 or less, enter \$4,336 on line 5808; or
- more than \$32,280 but less than \$61,187, complete the calculation for line 5808 on the *Provincial Worksheet* in this book to determine your claim.

#### Note

You may be able to transfer all or part of your age amount to your spouse or common-law partner or to claim all or part of his or her age amount. See line 5864 for details.

#### Line 5812 – Spouse or common-law partner amount

You can claim the provincial amount if your spouse's or common-law partner's net income (line 236 of his or her return, or the amount that it would be if he or she filed a return) is less than \$8,295 and the rules are met for claiming the amount on line 303 of federal Schedule 1.

If your spouse's or common-law partner's net income is:

- \$754 or less, enter \$7,541 on line 5812; or
- more than \$754 but less than \$8,295, complete the calculation on Form ON428 to determine your claim, and enter the amount on line 5812.

#### Note

Enter your marital status and the information about your spouse or common-law partner (including his or her net income, even if it is zero) in the Identification area on page 1 of your return.

### **Line 5816 – Amount for an eligible dependant**

You can claim the provincial amount if your dependant's net income (line 236 of his or her return, or the amount that it would be if he or she filed a return) is less than \$8,295 and the rules are met for claiming the amount on line 305 of federal Schedule 1.

If your dependant's net income is:

- \$754 or less, enter \$7,541 on line 5816; or
- more than \$754 but less than \$8,295, complete the calculation for line 5816 on the *Provincial Worksheet* in this book to determine your claim.

If you have not already completed federal Schedule 5, complete and attach it to your return.

### **Line 5820 – Amount for infirm dependants 18 years of age or older**

You can claim the provincial amount if your dependant's net income (line 236 of his or her return, or the amount that it would be if he or she filed a return) is less than \$10,136 and the rules are met for claiming the amount on line 306 of federal Schedule 1.

Complete the calculation for line 5820 on the *Provincial Worksheet* in this book to determine your claim.

### **Line 5824 – Canada Pension Plan or Quebec Pension Plan contributions through employment**

Enter on this line the amount you claimed on line 308 of federal Schedule 1.

### **Line 5828 – Canada Pension Plan or Quebec Pension Plan contributions on self-employment and other earnings**

Enter on this line the amount you claimed on line 310 of federal Schedule 1.

### **Line 5832 – Employment Insurance premiums**

Enter on this line the amount you claimed on line 312 of federal Schedule 1.

### **Line 5833 – Adoption expenses**

As a parent, you can claim eligible expenses incurred in the adoption of a child less than 18 years of age. The maximum amount you can claim is \$10,835 for each child and the claim must be made in the year the adoption is finalized or recognized under Ontario law.

The expenses that are eligible to be claimed on line 5833 must meet the rules for claiming an amount on line 313 of federal Schedule 1.

The claim for eligible expenses may be split between two adoptive parents as long as the combined total claim for each child is not more than the amount before the split.

#### **Note**

Only residents of Ontario are eligible for this amount. If you are not a resident of Ontario, you cannot claim this tax credit in calculating your Ontario tax even though

you may have received income from a source inside Ontario in 2009.

### **Line 5836 – Pension income amount**

You can claim this amount if you met the rules for claiming an amount on line 314 of federal Schedule 1.

The amount you can claim on line 5836 is the amount from line 314 of federal Schedule 1 or \$1,228, whichever is **less**.

#### **Note**

Only residents of Ontario are eligible for this amount. If you are not a resident of Ontario, you cannot claim this tax credit in calculating your Ontario tax even though you may have received income from a source inside Ontario in 2009.

### **Line 5840 – Caregiver amount**

You can claim the provincial amount if your dependant's net income (line 236 of his or her return, or the amount that it would be if he or she filed a return) is less than \$18,507 and the rules are met for claiming the amount on line 315 of federal Schedule 1.

Complete the calculation for line 5840 on the *Provincial Worksheet* in this book to determine your claim.

### **Line 5844 – Disability amount**

You can claim this amount if you meet the rules for claiming the amount on line 316 of federal Schedule 1.

- If you were **18 years of age or older** at the end of the year, enter \$7,175 on line 5844.
- If you were **under 18 years of age** at the end of the year, you may be eligible to claim a supplement up to a maximum of \$4,185 in addition to the disability amount of \$7,175. Complete the calculation for line 5844 on the *Provincial Worksheet* in this book to determine your claim.

### **Line 5848 – Disability amount transferred from a dependant (other than your spouse or common-law partner)**

You can claim this amount if the rules are met for claiming the amount on line 318 of federal Schedule 1.

Complete the calculation for line 5848 on the *Provincial Worksheet* in this book to determine your claim.

### **Line 5852 – Interest paid on your student loans**

Enter on this line the amount you claimed on line 319 of federal Schedule 1.

### **Line 5856 – Your tuition and education amounts**

Complete Schedule ON(S11), *Provincial Tuition and Education Amounts*, to calculate your claim.

**Receipts** – If you are filing a paper return, **attach the completed Schedule ON(S11)**. Whether you are filing a paper return or electronically, keep your forms and official tuition fee receipts in case we ask to see them.

## Transferring and carrying forward amounts

You may not need all of your 2009 tuition and education amounts to reduce your provincial income tax to zero. In this case, you can **transfer** all or some of the unused part to **one** person, either your spouse or common-law partner (who would claim it on line 5864), your parent or grandparent, or your spouse's or common-law partner's parent or grandparent (who would claim it on line 5860).

You can only transfer an amount to your parent or grandparent, or your spouse's or common-law partner's parent or grandparent, if your spouse or common-law partner does not claim an amount for you on line 5812 or 5864.

Complete the "Transfer/Carryforward of unused amount" section of Schedule ON(S11) to calculate the provincial amount available to transfer, as well as Form T2202, *Education and Textbook Amounts Certificate*, T2202A, *Tuition, Education, and Textbook Amounts Certificate*, TL11A, *Tuition, Education, and Textbook Amounts Certificate – University Outside Canada*, TL11B, *Tuition, Education, and Textbook Amounts Certificate – Flying School or Club*, or TL11C, *Tuition, Education, and Textbook Amounts Certificate – Commuter to the United States*, to designate who can claim it and the amount the person can claim. This amount may be different from the amount calculated for the same person on your federal Schedule 11. You must enter the provincial amount you are transferring on line 20 of your Schedule ON(S11).

### Tax Tip

If you are transferring an amount to a designated person, only transfer the amount this person can use. That way, you can carry forward as much as possible to use in a future year.

Complete the "Transfer/Carryforward of unused amount" section of Schedule ON(S11) to calculate the amount you can **carry forward** to a future year. This amount corresponds to the part of your tuition and education amounts you do not need to use (and do not transfer) for the year.

## Line 5860 – Tuition and education amounts transferred from a child

You can claim these amounts if the rules are met for claiming an amount on line 324 of federal Schedule 1.

Enter on line 5860 the total of all provincial amounts transferred to you that each student designated on his or her Form T2202, T2202A, TL11A, TL11B, or TL11C. If the student was a resident of Ontario on December 31, 2009, the maximum amount the student can transfer is \$6,141.

### Notes

The student **must have entered this amount on line 20** of his or her Schedule ON(S11). He or she may have chosen to transfer an amount that is less than the available provincial amount. The student cannot transfer to you any unused tuition and education amounts carried forward from a previous year.

If the student was a resident of another province or territory on December 31, 2009, special rules may apply. Call the Canada Revenue Agency (CRA) to determine the amount you can claim on line 5860.

Other rules may apply if the student has a spouse or a common-law partner. See line 324 in the *General Income Tax and Benefit Guide*.

**Receipts** – If you are filing a paper return, **do not include the student's Schedule ON(S11)**, forms, or official tuition fee receipts. Whether you are filing a paper return or electronically, keep all of your documents in case we ask to see them.

## Line 5864 – Amounts transferred from your spouse or common-law partner

You can claim these amounts if the rules are met for claiming them on line 326 of federal Schedule 1. Complete Schedule ON(S2), *Provincial Amounts Transferred From Your Spouse or Common-Law Partner*, to calculate your claim. Attach this schedule to your return.

## Line 5868 – Medical expenses

The allowable medical expenses you can claim on line 5868 are the same as those you can claim on line 330 of your federal Schedule 1, except for the following:

- the maximum Ontario claim for attendant care expenses is \$12,281 (\$24,562 in the year of death);
- the maximum Ontario claim for the cost of a van adapted for transporting a patient who requires the use of a wheelchair is \$6,141; and
- the maximum Ontario claim for moving expenses for a patient's move to a more accessible dwelling is \$2,456.

The medical expenses you claim have to cover the **same 12-month period** ending in 2009 and must not have been claimed on a 2008 return. Your total medical expenses have to be more than either 3% of your net income (line 236 of your return) or \$2,010, whichever is less.

## Line 5872 – Allowable amount of medical expenses for other dependants

In addition to the medical expenses claimed on line 5868, you can claim medical expenses for other dependants.

The medical expenses you use to calculate your claim on line 5872 are the same as those used to calculate your federal claim on line 331 of federal Schedule 1, except for the medical expenses listed at line 5868. They have to cover the **same 12-month period** ending in 2009 and must not have been claimed on a 2008 return.

The total expenses for each dependant have to be more than either 3% of that dependant's net income (line 236 of his or her return) or \$2,010, whichever is less. The maximum amount you can claim is \$10,835 for each dependant.

Complete the calculation for line 5872 on the *Provincial Worksheet* in this book to determine your claim.

## Line 5896 – Donations and gifts

To calculate your claim for line 5896, enter the amounts from lines 345 and 347 of federal Schedule 9 and multiply them by the rates at lines 26 and 27 of Form ON428.

## Step 2 – Ontario tax on taxable income

Enter on line 30 your taxable income from line 260 of your return. Use this amount to determine which **one** of the three columns you have to complete. Enter this amount on line 31 of the applicable column and complete the calculation.

## Step 3 – Ontario tax

### Line 39 – Ontario tax on split income

If you owe federal tax on split income at line 424 of your federal Schedule 1, complete Part 2 of Form T1206, *Tax on Split Income*, to calculate the provincial tax that applies to this income. Form T1206 also contains a special rule that applies to the amount you enter on line 428 of your return. You can find more information on tax on split income in the *General Income Tax and Benefit Guide*.

### Line 47 – Ontario additional tax for minimum tax purposes

If you have to pay federal minimum tax as calculated on Form T691, *Alternative Minimum Tax*, you will also have to determine your Ontario additional tax for minimum tax purposes.

To do this, complete the calculation on line 47 of Form ON428. You can find more information about minimum tax in the *General Income Tax and Benefit Guide*.

## Step 4 – Ontario Tax Reduction

If you were a resident of Ontario on December 31, 2009, you may be able to reduce or eliminate your Ontario tax by claiming an Ontario Tax Reduction.

Only one person can claim the reduction for a dependent child or a disabled or infirm dependant (line 54 and line 55). If you had a spouse or common-law partner on December 31, 2009, **only the spouse or common-law partner with the higher net income** (line 236 of his or her return) can make these claims.

You **cannot claim** the tax reduction if you were subject to the Ontario additional tax for minimum tax purposes at line 47.

If you are preparing a return for a person who died in 2009, you can claim the tax reduction on the deceased person's final return.

#### Note

Enter your marital status and the information about your spouse or common-law partner (including his or her net income, even if it is zero) in the Identification area on page 1 of your return.

### Line 54 – Reduction for dependent children born in 1991 or later

Enter beside box 6269 the number of dependent children you have. See the definition of a dependent child on page 1.

Claim \$379 for **each** dependent child.

If the child is disabled or infirm, you can claim an additional \$379 for that dependant on line 55.

### Line 55 – Reduction for disabled or infirm dependants

Enter beside box 6097 the number of disabled or infirm dependants for whom you or your spouse or common-law partner claims an amount on line 5816, 5820, 5840, or 5848 of Form ON428.

You can include a disabled or infirm spouse or common-law partner if you are claiming a disability amount transferred from your spouse or common-law partner on line 3 of your Schedule ON(S2), *Provincial Amounts Transferred From Your Spouse or Common-Law Partner*.

You can also claim this reduction for each **disabled or infirm** dependent child, born in 1991 or later, that you claimed on line 54.

Claim \$379 for **each** of these dependants.

## Step 5 – Ontario Foreign Tax Credit

If your federal foreign tax credit on non-business income is less than the related tax you paid to a foreign country, you may be eligible to claim an Ontario Foreign Tax Credit.

To claim the credit, get Form T2036, *Provincial or Territorial Foreign Tax Credit*, from the CRA's Web site or by contacting us (see the section called "For more information" at the beginning of this book).

Enter, on line 62 of Form ON428, the tax credit calculated at line 5 of Form T2036.

**Receipts** – Attach Form T2036 to your paper return. If you are filing electronically, keep all of your documents in case we ask to see them.

## Step 6 – Ontario Labour Sponsored Investment Fund (LSIF) Tax Credit

### Lines 64 and 65 – Labour Sponsored Investment Fund (LSIF) Tax Credit

You can claim the LSIF tax credit if you bought shares in a registered labour sponsored investment fund.

Tax credits are based on investments made in 2009 (that were not claimed on your 2008 return) or in the first 60 days of 2010.

If an RRSP for a spouse or common-law partner became the first registered holder of the share, either the RRSP contributor or the annuitant may claim this credit for that share.

Enter in box A the total cost of the shares shown in boxes 02 and 04 of the LSIF Tax Credit Certificate(s). The amount of credit you can claim on line 64 is 15% of that cost **or** \$1,125, whichever is **less**.

If, in the year of purchase, the LSIF qualifies as a research-oriented investment fund (ROIF), you can claim an additional credit of 5% of the cost of the shares. Enter in box B the total cost of ROIF eligible shares from boxes 03 and 05 of the LSIF Tax Credit Certificate(s) (formerly OIEO (LSIF) Tax Credit Certificate). The amount of credit you can claim on line 65 is 5% of that cost **or** \$375, whichever is **less**.

The credit can be claimed on a deceased person's 2009 return if the shares were bought before the date of death.

**Receipts** – Attach to your paper return the LSIF Tax Credit Certificate(s) (formerly OIEO (LSIF) Tax Credit Certificate). If you are filing electronically, keep all of your documents in case we ask to see them.

## Step 7 – Ontario Health Premium

If you were a resident of Ontario at the end of the year, and your taxable income (from line 260 of your return) is more than \$20,000, you have to pay the Ontario Health Premium (OHP). The OHP you pay is based on your taxable income.

To determine the amount of OHP payable, complete the chart on Form ON428. The OHP forms part of Ontario income tax and is included in your total income tax payable for the year. Your total income tax payable is then compared to the tax you have already paid by withholding or by instalments to determine if you have any balance owing or refund due.

### Notes

If you are preparing a return for a resident of Ontario who died in 2009, the OHP is payable on the deceased person's final return if the taxable income (from line 260 of the return) is more than \$20,000.

If you were bankrupt at any time in 2009, the OHP is payable if the total of taxable incomes from all returns (pre-bankruptcy, in-bankruptcy and post-bankruptcy) for the year January 1, 2009, to December 31, 2009, is more than \$20,000.

## Form ON479, Ontario Credits and Senior Homeowners' Property Tax Grant

### Application for the 2010 Ontario Senior Homeowners' Property Tax Grant

You may be eligible for **both** the Ontario Senior Homeowners' Property Tax Grant and the Ontario Property Tax Credit. You can apply for the 2010 Ontario Senior Homeowners' Property Tax Grant if, on December 31, 2009:

- you were 64 years of age or older; and
- you owned and occupied a principal residence in Ontario, on which you or someone on your behalf paid property tax for the year 2009.

The maximum grant for 2010 is the lesser of \$500 and your property tax paid for 2009.

**Eligible single seniors** with adjusted family net income up to \$35,000 a year will receive the maximum grant. **Eligible single seniors** with adjusted family net income between \$35,000 and \$50,000 will receive a smaller grant.

**Eligible senior couples** with adjusted family net income up to \$45,000 a year will receive the maximum grant. **Eligible senior couples** with adjusted family net income between \$45,000 and \$60,000 will receive a smaller grant.

This grant is not provided automatically. To receive this grant, **you have to apply for it** by completing and attaching Form ON479, *Ontario Credits and Senior Homeowners' Property Tax Grant*, to your 2009 tax return.

To apply for this grant for 2010, place a tick beside box 6113 on page 1 of Form ON479 and make sure you enter your property tax paid for 2009 beside box 6115. If you are applying for both the grant and the Property Tax Credit make sure you also enter your property tax paid beside box 6112 as well as beside box 6115.

Your grant for 2010 will be based on the information provided on your tax return. You should receive your grant within 4 to 8 weeks after you receive your 2009 notice of assessment.

### Tax Tip

If you were eligible for the grant in 2009 but forgot to claim it when you filed your 2008 return, it is not too late. To claim it, you must request an adjustment to your 2008 tax return. For more information, read the section entitled "How do you change a return?" in the *General Income Tax and Benefit Guide*.

## Adjusted family net income for Ontario Property and Sales Tax Credits and Senior Homeowners' Property Tax Grant (lines 1 to 6)

When you calculate your "Adjusted family net income for Ontario Property and Sales Tax Credits and the Senior Homeowners' Property Tax Grant" (lines 1 to 6 on Form ON479), complete columns 1 and 2 using the information from your and your spouse's or common-law partner's returns for the year.

## Property Tax Credit (lines 7 to 19)

You can claim this credit if all of the following conditions apply:

- you were a resident of Ontario on December 31, 2009;
- rent or property tax on a principal residence (as defined on this page) was paid by or for you in 2009; and
- you were 16 years of age or older on December 31, 2009.

You **cannot claim** this credit if on December 31, 2009, you were under 19 years of age and you lived with someone who received a Canada Child Tax Benefit payment for you in 2009.

A **principal residence** is a housing unit in Ontario that you usually occupy during the year. It can be a house, apartment, condominium, hotel or motel room, mobile home, or rooming house. A principal residence does not include a residence exempt from municipal and school tax.

## Calculating occupancy cost

Your occupancy cost only covers the period in 2009 that you lived in your principal residence in Ontario.

**If you were a homeowner**, enter the property tax paid in Ontario on your principal residence in 2009 beside **box 6112**.

**If you rented**, enter the amount of rent paid in Ontario in 2009 beside **box 6110**; then enter 20% of this amount at line 7.

**If you were a farmer**, enter either the property tax paid for your principal residence and one acre of land beside **box 6112** or enter the rent paid for your principal residence and one acre of land beside **box 6110**. If you enter the rent paid, enter 20% of this amount at line 7.

**If you lived in a non-seasonal mobile or modular home**, you base your occupancy cost on a claim for property tax. The amount to enter beside **box 6112** is the **combined** total of the property tax you paid for your home **plus** the property tax that your landlord/campground owner paid for the lot you leased.

**If you lived in a nursing home, hospital, charitable institution, group home, or a similar institution**, and the institution paid full municipal and school taxes, your

occupancy cost must not include any accommodation subsidy paid by a government agency.

Your occupancy cost **cannot include** amounts such as:

- payments to relatives or friends who are not reporting the payments as rental income on their returns;
- property tax or rent paid on part of a home you used for rental or business purposes; or
- property tax or rent paid on a second residence, such as a cottage, if you claimed property tax or rent on your principal residence for the same period.

**If you and your spouse or common-law partner lived together on December 31, 2009**, your occupancy cost is based on the **total** rent or property tax paid during the year, including amounts paid by each spouse or common-law partner during a period of separation.

**If you and your spouse or common-law partner separated during the year and lived apart on December 31, 2009**, your occupancy cost is based on your share of the rent or property tax for the part of the year before the separation, plus your own rent or property tax after the separation.

**If you shared a principal residence with one or more persons (other than your spouse or common-law partner)**, your occupancy cost is based on your share of the rent or property tax you paid for the year.

## Line 9 – Student residence

If you lived in a designated Ontario university, college, or private school residence, claim **\$25** as your occupancy cost for the part of the year you lived in such a residence.

To find out if your residence is designated, contact your residence administrator or the Ontario Ministry of Revenue at the numbers listed in the section called "For more information" in this book.

**Receipts** – If you are filing a paper return, do not include your property tax or rent receipts. Whether you are filing a paper return or electronically, keep all of your documents in case we ask to see them.

## Line 15 – 2009 Ontario Senior Homeowners' Property Tax Grant

If you received a 2009 Ontario Senior Homeowners' Property Tax Grant, enter the amount you received beside **box 6117**.

## Sales Tax Credit (lines 21 to 24)

You can claim the Sales Tax Credit if all of the following conditions apply:

- you were a resident of Ontario on December 31, 2009;
- you were 16 years of age or older on December 31, 2009; and
- no one else claimed an Ontario Sales Tax Credit for you.

You **cannot claim** this credit if either of the following conditions applied to you on December 31, 2009:

- you were under 19 years of age and you lived with someone who received Canada Child Tax Benefit payments for you; **or**
- you were confined to a prison or a similar institution and you were there for a period of more than six months during 2009.

### Line 21 – Basic Sales Tax Credit

Claim \$100 for yourself.

### Line 22 – Additional credit for spouse or common-law partner

Claim \$100 if you had a spouse or common-law partner on December 31, 2009.

If your spouse or common-law partner died in 2009, you **cannot claim** this credit for your deceased spouse or common-law partner. In this situation, do not enter his or her net income in column 2 of Form ON479.

### Line 23 – Number of dependent children born in 1991 or later

Enter beside box 6099 the number of dependent children you have. See the definition of a dependent child on page 1.

Claim \$50 for **each** dependent child.

Only one person can claim a Sales Tax Credit for a dependent child.

### Did you have a spouse or common-law partner in 2009?

If you lived with your spouse or common-law partner on December 31, 2009, only one of you can claim the Property and Sales Tax Credits and, if eligible, apply for the Ontario Senior Homeowners' Property Tax Grant, for both of you.

If one spouse or common-law partner is 65 years of age or older, that spouse or common-law partner has to claim these credits for both of you. **Only the taxpayer who received the 2009 grant** can claim the property tax credit on his or her 2009 return.

#### Note

Enter your marital status and the information about your spouse or common-law partner (including his or her net income, even if it is zero) in the Identification area on page 1 of your return.

Although you have shown your marital status on your return as married or living common-law, **if you and your spouse or common-law partner occupied separate principal residences in Ontario** for part or all of the year for **medical reasons**, we will consider you to be **involuntarily separated** during that period for purposes of the Property and Sales Tax Credits and the Ontario Senior Homeowners' Property Tax Grant.

**If you and your spouse or common-law partner were involuntarily separated on December 31, 2009**, each of you can claim Property and Sales Tax Credits and, if eligible, each of you can apply for the Senior Homeowners' Property Tax Grant. In this situation, do not complete lines 1 to 5 in column 2 and do not enter an amount beside box 6035, but enter his or her address beside box 6089 in that section of the form.

**If you and your spouse or common-law partner were separated or divorced on December 31, 2009**, each of you can claim Ontario tax credits. Do not enter his or her net income in column 2 of Form ON479.

### Are you filing for a deceased person?

You **cannot claim** Ontario Property and Sales Tax Credits or **apply** for the Ontario Senior Homeowners' Property Tax Grant on the **final return** for a person who died in 2009.

However, you **can claim** the Ontario Political Contribution Tax Credit and the Ontario Focused Flow-Through Share Tax Credit on the deceased person's final return. If the deceased person was self-employed, you can claim the applicable Ontario tax credits for self-employed individuals.

### Were you an international student in 2009?

If you were a visa student from another country and resided in Ontario on December 31, 2009, you may be eligible for Ontario tax credits. For more information about your residency status, please call the Canada Revenue Agency's International Tax Services Office at **1-800-267-5177** (for calls from Canada and the US) or **613-952-3741** (for calls from outside Canada and the US).

### Were you bankrupt in 2009?

If you were bankrupt in 2009, claim your Ontario tax credits on the post-bankruptcy return you file for the tax year ending December 31, 2009.

When you calculate "Adjusted family net income for the Property Tax Credit, the Sales Tax Credit and the Ontario Senior Homeowners' Property Tax Grant" (lines 1 to 6) of Form ON479, include your net income for the pre- and post-bankruptcy periods and complete column 2 for your spouse or common-law partner with whom you lived on December 31, 2009.

Your property tax credit claim is based on your occupancy cost for all of 2009. Your political contribution tax credit is based on contributions made during all of 2009.

Your bankruptcy trustee may claim the Ontario tax credits for self-employed individuals if you were eligible for the credit(s) during the period when the trustee acted on your behalf.

## Ontario Political Contribution Tax Credit (lines 29 and 30)

You can claim this credit if you were a resident of Ontario at the end of the year and you contributed to a registered Ontario political party or constituency association, or to a candidate in an Ontario provincial election.

Only claim contributions you made during 2009.

You or your spouse or common-law partner can claim the credit, but a contribution cannot be divided between the two of you if only one receipt was issued.

### How to claim

Enter your total contributions on line 29 of Form ON479.

Determine the amount to enter on line 30 as follows:

- For contributions of **\$2,821 or less**, complete the calculation for line 30 on the *Provincial Worksheet* in this book to determine your claim.
- For contributions of **more than \$2,821**, enter \$1,240, on line 30 of Form ON479.

**Receipts** – Attach official receipts to your paper return. If you are filing electronically, keep them in case we ask to see them.

## Ontario Focused Flow-Through Share Tax Credit (line 31)

Enter beside box 6266 the total expenses reported on line 4 of Form T1221, *Ontario Focused Flow-Through Share Resource Expenses for 2009 and Subsequent Years (Individuals)*. You can get this form from the CRA's Web site or by contacting us (see the section called "For more information" at the beginning of this book).

**Receipts** – If you are filing a paper return, attach this form along with the information slips (Slip T101, *Statement of Resource Expenses*, or Slip T5013A, *Statement of Partnership Income for Tax Shelters and Renounced Resource Expenses*) you received from a mining exploration corporation that incurred qualifying expenses in Ontario. If you are filing electronically, keep all of your documents in case we ask to see them.

## Ontario tax credits for self-employed individuals (lines 33 and 34)

The following tax credits apply **only** to self-employed individuals. **Include the amount of credits claimed for 2009 as self-employed income on your 2009 return.**

**Receipts** – If you are filing a paper return, do not include documents relating to these credits. Whether you are filing

a paper return or electronically, keep all of your documents in case we ask to see them.

### Line 33 – Apprenticeship Training Tax Credit

If you hired an eligible apprentice in a qualifying skilled trade to work at your permanent establishment located in Ontario, you may be able to claim a tax credit from 25% to 45% of eligible expenditures (as defined below).

**Eligible expenditures** are salaries and wages you paid to an apprentice who, before March 27, 2009, was in the first 36 months of an apprenticeship training program in a qualifying skilled trade, or who, after March 26, 2009, was in the first 48 months of an apprenticeship training program in a qualifying skilled trade.

### Claiming the credit

If the total of the salaries and wages paid in the previous year was:

- \$600,000 or greater, the credit is 25% of eligible expenditures incurred before March 27, 2009, for each apprentice and 35% of eligible expenditures incurred after March 26, 2009, for each apprentice;
- not greater than \$400,000, the credit is 30% of eligible expenditures incurred before March 27, 2009, for each apprentice and 45% for eligible expenditures incurred after March 26, 2009, for each apprentice; or
- greater than \$400,000 but less than \$600,000, calculate the credit using the chart on the next page.

The annual maximum credit has increased from \$5,000 to \$10,000 for each eligible apprentice employed by you after March 26, 2009. To determine the maximum annual claim for an apprentice who was employed only part of the year, multiply \$10,000 by the number of days that the apprentice was employed by you after March 26, 2009, (or \$5,000 by the number of days that the apprentice was employed by you before March 27, 2009) divided by 365 days.

This credit may be claimed for each apprentice up to a maximum of \$15,000 over a 36 month period for eligible expenditures incurred before March 27, 2009, and \$40,000 over a 48-month period for eligible expenditures incurred after March 26, 2009.

Enter your claim on line 33 of Form ON479. For more information, get Information Bulletin *Apprenticeship Training Tax Credit* from the Ontario Ministry of Revenue at the numbers listed in the section called "For more information" in this book.

### Line 34 – Co-operative Education Tax Credit

If you hired co-op students enrolled in an Ontario university or college, you may be able to claim a tax credit from 10% to 30% of eligible expenditures (as defined below).

**Eligible expenditures** are salaries, wages, and other remuneration you paid to a student in a qualifying work placement, or payments made to an eligible educational institution or a placement agency for a qualifying work placement. The student must work at a permanent establishment of the employer in Ontario.

### Claiming the credit

If the qualifying work placement ended in 2009, claim this credit to a maximum of \$1,000 for eligible expenditures incurred before March 27, 2009, and a maximum of \$3,000 for eligible expenditures made after March 26, 2009, for each 4 months of employment, with a minimum employment of 10 weeks. The maximum employment period is **16 months**.

If the total of the salaries and wages paid in the previous tax year was:

- \$600,000 or greater, claim 10% of eligible expenditures for the qualifying work placement incurred before March 27, 2009, and 25% for eligible expenditures incurred after March 26, 2009;

- not greater than \$400,000, claim 15% of eligible expenditures for the qualifying work placement incurred before March 27, 2009, and 30% for eligible expenditures incurred after March 26, 2009; or
- greater than \$400,000 but less than \$600,000, calculate your claim using the chart below.
- Enter your claim on line 34 of Form ON479. For more information, get Information Bulletin *Co-operative Education Tax Credit* from the Ontario Ministry of Revenue at the numbers listed in the section called "For more information" in this book.

### Apprenticeship Training Tax Credit

Use this chart to calculate the Apprenticeship Training Tax Credit if the total of the salaries and wages paid in the previous tax year was greater than \$400,000 but less than \$600,000

Reproduce the chart to do separate calculations for each individual claimed.

Amount of eligible expenditures incurred before March 27, 2009.....	<input type="text"/>	A	× 25% =	<input type="text"/>	B
Amount of eligible expenditures incurred after March 26, 2009.....	<input type="text"/>	C	× 35% =	<input type="text"/>	D
Amount A.....	<input type="text"/>		× 5% =	<input type="text"/>	E
Amount C.....	<input type="text"/>		× 10% =	<input type="text"/>	F
Add lines E and F.....			=	<input type="text"/>	G
Total of salaries and wages paid in the previous year.....	<input type="text"/>		- \$400 000 =	<input type="text"/>	H
Amount from line H (if negative, enter "0").....	<input type="text"/>		÷ \$200 000 =	<input type="text"/>	I
<input type="text"/> 1 minus amount from line I - <input type="text"/> = <input type="text"/>			(if negative, enter "0")	<input type="text"/>	J
Multiply line G by line J.....			×	<input type="text"/>	K
Add lines B, D and K.....			=	<input type="text"/>	L
			<b>Credit amount</b>	<input type="text"/>	

### Co-operative Education Tax Credit

Use this chart to calculate the Co-operative Education Tax Credit if the total of the salaries and wages paid in the previous tax year was greater than \$400,000 but less than \$600,000.

Reproduce the chart to do separate calculations for each individual claimed.

Amount of eligible expenditures incurred before March 27, 2009.....	<input type="text"/>	A	× 10% =	<input type="text"/>	B
Amount of eligible expenditures incurred after March 26, 2009.....	<input type="text"/>	C	× 25% =	<input type="text"/>	D
Add lines A and C.....			=	<input type="text"/>	E
Amount E.....	<input type="text"/>		× 5% =	<input type="text"/>	F
Total of salaries and wages paid in the previous year.....	<input type="text"/>		- \$400 000 =	<input type="text"/>	G
Amount from line G (if negative, enter "0").....	<input type="text"/>		÷ \$200 000 =	<input type="text"/>	H
<input type="text"/> 1 minus amount from line H - <input type="text"/> = <input type="text"/>			(if negative, enter "0")	<input type="text"/>	I
Multiply line F by line I.....			×	<input type="text"/>	J
Add lines B, D and J.....			=	<input type="text"/>	K
			<b>Credit amount</b>	<input type="text"/>	