
ANNOTATED T3010B Registered Charity Information Return

This Annotated T3010B is a work in progress prepared by Mark Blumberg, a charity lawyer, working with the Charity Law Information Program (CLIP).

CLIP is a project of Capacity Builders, funded in part by the Canada Revenue Agency. The project's goal is to help Canadian charities become more aware of their legal obligations under the *Income Tax Act* and to increase compliance with those requirements.

CLIP has included the text from CRA's guide T4033B *Completing the Registered Charity Information Return*, with a few modifications for clarity or as suggested by CRA. If you notice any mistakes or problems, please let CLIP know by contacting J. Diane Pettet at the phone numbers or e-mail address set out below.

References to "our" website or "us" in the blue CRA comments are references to CRA, or the Canada Revenue Agency, as the text was taken from the CRA Guide T4033B.

We will be updating this Annotated T3010B shortly with additional comments from different professional groups.

Project Funding Provided By:



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REGISTERED CHARITY INFORMATION RETURN

Section A: Identification

- Guide T4033B, *Completing the Registered Charity Information Return* is available at www.cra.gc.ca/E/pub/tg/t4033b/README.html
- The *Privacy Act* protects all personal information given on this form, which is kept in personal information bank CRA PPU 200. The Canada Revenue Agency (CRA) will make this form and all attachments available to the public on the Charities Directorate Web site, except for information or data identified as confidential. All of the information collected on this form may be shared as permitted by law (e.g. with certain other government departments and agencies).

Remember: Even if the charity goes through an inactive period, you must continue to file information returns to maintain your registered status.

If you did not receive a barcode label to affix to the return, please provide the following:

1. Charity's name:

2. Return for fiscal period ending:

| | | |
|------|-------|-----|
| Year | Month | Day |
| | | |

3. BN/registration number:

4. Web address (if applicable):

A1 Was the charity in a subordinate position to a parent organization? **1510** Yes No

If yes, please provide the name and BN/registration number of the organization.

| | |
|----------------------|----------------------|
| Name | BN (if applicable) |
| <input type="text"/> | <input type="text"/> |

A2 Has the charity wound-up, dissolved, or terminated operations? **1570** Yes No

A3 All charities are designated as one of the following: a charitable organization, a public foundation, or a private foundation. Is your organization designated as a public foundation or private foundation? **1600** Yes No

(Refer to the Form TF725 *Registered Charity Basic Information* sheet (BIS) to confirm. This form is included in the return package.)

If yes, you must complete and attach Schedule 1 *Foundations*, to your return.

Section B: Directors/trustees and like officials

B1 The charity is required to provide certain information for all members of its board of directors/trustees for the complete fiscal period. Only the **public information** section on the worksheet is available to the public. The **confidential data** section is for the CRA's use but may be shared as permitted by law (e.g. with certain other government departments and agencies). Use Form T1235(09), *Directors/Trustees and Like Officials Worksheet*, or include your own sheet with the **same** information. Charities subject to the *Ontario Corporations Act* may complete a blended worksheet. See *Key Terms and Definitions* included with the return package for further information.

Section C: Programs and general information

C1 Was the charity active during the fiscal period? If "No" explain why in the "Ongoing programs" space provided at C2 **1800** Yes No

C2 In the space provided, describe all **ongoing** and **new** charitable programs the charity carried on to further its charitable purpose(s) (as defined in its governing documents) this fiscal period. "Programs" includes all of the charitable work the charity carries out on its own through employees or volunteers as well as through qualified donees and intermediaries. The charity may also use this space to describe the contributions of its volunteers in carrying out its programs (e.g. number of volunteers and/or hours). Grant-making charities should describe the types of organizations they support. Please note that "programs" **does not** include fundraising activities. **Do not attach additional sheets of paper or annual reports.**

Ongoing programs:

New programs:

Registered charities may make gifts to qualified donees. Qualified donees are other registered Canadian charities, as well as certain other organizations described in the *Income Tax Act*.

C3 Did the charity make gifts or transfer funds to qualified donees or other organizations? 2000 Yes No
If yes, you must complete and attach Form T1236(09), *Qualified Donees Worksheet/Amounts Provided to Other Organizations*, to your return.

C4 Did the charity carry on, fund, or provide any resources through employees, volunteers, agents, joint ventures, contractors, or any other individuals, intermediaries, entities, or means (other than qualified donees) for any activity/program/project outside Canada? 2100 Yes No
If yes, you must complete and attach Schedule 2, *Activities Outside Canada*, to your return.

A registered charity may pursue political activities to retain, oppose, or change the law, policy, or decision of any level of government inside or outside Canada provided the activities are non-partisan, related to its charitable purposes, and limited in extent.

C5 (a) Did the charity carry on any political activities during the fiscal period? 2400 Yes No
(b) Enter the total amount spent by the charity on these activities 5030 \$00

C6 If the charity carried on fundraising activities or engaged third parties to carry on fundraising activities on its behalf, check all fundraising methods that it used during the fiscal period.

- | | | |
|--|--|---|
| 2500 <input type="checkbox"/> Advertisements/print/radio/TV commercials | 2570 <input type="checkbox"/> Fundraising sales (e.g., cookies) | 2620 <input type="checkbox"/> Telephone/TV solicitations |
| 2510 <input type="checkbox"/> Auctions | 2575 <input type="checkbox"/> Internet | 2630 <input type="checkbox"/> Tournament/sporting events |
| 2530 <input type="checkbox"/> Collection plate/boxes | 2580 <input type="checkbox"/> Mail campaigns | 2640 <input type="checkbox"/> Cause-related marketing |
| 2540 <input type="checkbox"/> Door-to-door solicitation | 2590 <input type="checkbox"/> Planned-giving programs | 2650 <input type="checkbox"/> Other |
| 2550 <input type="checkbox"/> Draws/lotteries | 2600 <input type="checkbox"/> Targeted corporate donations/sponsorships | 2660 Specify _____ |
| 2560 <input type="checkbox"/> Fundraising dinners/galas/concerts | 2610 <input type="checkbox"/> Targeted contacts | |

C7 Did the charity pay external fundraisers? 2700 Yes No
If yes, you must answer the following questions and complete Question 1 – Information about Fundraisers on Schedule 4 – *Confidential Data*.

(a) Enter the gross revenue collected by the fundraisers on behalf of the charity. 5450 \$00
(b) Enter the amounts paid to and/or retained by the fundraisers. 5460 \$00

(c) Identify the method of payment to the fundraiser:

- | | | |
|--|---|--|
| 2730 <input type="checkbox"/> Commissions | 2750 <input type="checkbox"/> Finder's fees | 2770 <input type="checkbox"/> Honoraria |
| 2740 <input type="checkbox"/> Bonuses | 2760 <input type="checkbox"/> Set fee for services | 2780 <input type="checkbox"/> Other |
| | | 2790 Specify: _____ |

(d) Did the fundraiser issue tax receipts on behalf of the charity? 2800 Yes No

C8 Did the charity compensate any of its directors/trustees or like officials or persons not at arm's length from the charity for services provided during the fiscal period (Other than reimbursement for out-of-pocket expenses)? 3200 Yes No

C9 Did the charity incur any expenses for compensation of employees during the fiscal period? 3400 Yes No
If yes, you must complete and attach Schedule 3, *Compensation* to your return.

C10 Did the charity receive any donations or gifts of any kind valued at \$10,000 or more from any donor that was **not** resident in Canada and was **not** any of the following: 3900 Yes No
• A Canadian citizen, nor
• Employed in Canada, nor
• Carrying on a business in Canada, nor
• A person having disposed of taxable Canadian property?

If yes, you must complete Question 2 – Information about Donors Not Resident in Canada on Schedule 4 – *Confidential Data* for each donation of \$10,000 or more. See *Key Terms and Definitions* for more information.

C11 Did the charity receive any non-cash gifts (gifts-in-kind) for which it issued tax receipts? 4000 Yes No
If yes, you must complete and attach Schedule 5, *Non-Cash Gifts* to your return.

C12 Did the charity acquire a non-qualifying security? 5800 Yes No

C13 Did the charity allow a donor to use any of the charity's property during the fiscal period? (except for permissible uses) 5810 Yes No

C14 Did the charity issue any of its tax receipts for donations on behalf of another organization? 5820 Yes No

Section D: Financial information

If **any** of the following applies to your charity, proceed to Schedule 6, *Detailed Financial Information*, and **do not** complete Section D below. If **none** of the following applies, complete Section D.

- a) The charity's revenue exceeds \$100,000.
- b) The amount of all assets (e.g., investments, rental properties) not used in charitable programs exceeds \$25,000.
- c) The charity currently has permission to accumulate funds during this fiscal period.
- d) The charity has spent or transferred enduring property during this fiscal period.

See Key Terms and Definitions for a definition of terms used.

Please show all figures to the nearest single dollar.

D1 Was the financial information reported below prepared on an accrual or cash basis? **4020** Accrual Cash

D2 Summary of financial position:

Using the charity's own financial statements, provide the following:

Does the charity own land and/or buildings? **4050** Yes No

Total assets (including land and buildings) **4200** \$00

Total liabilities **4350** \$00

Did the charity borrow from, loan to, or invest assets with any non-arm's length parties? **4400** Yes No

D3 Revenue:

Did the charity issue tax receipts for donations? **4490** Yes No

If yes, what is the total eligible amount of all donations for which the charity issued tax receipts (except enduring property). **4500** \$00

Total amount received from other charities (excluding specified gifts and enduring property) **4510** \$00

What is the total amount for all other donations received for which a tax receipt was **not** issued by the charity? (excluding amounts at lines 4575 and 4630) **4530** \$00

Did the charity receive any revenue from any level of Canadian government? **4565** Yes No

If yes, total amount received **4570** \$00

Total non tax-receipted amounts from all sources outside Canada (government and non-government) **4575** \$00

Total non tax-receipted amounts from fundraising **4630** \$00

Total revenue from sale of goods and services (except to any level of Canadian government) **4640** \$00

Other amounts not already included in the amounts above **4650** \$00

Total revenue (Add lines 4500 through 4650) **4700** \$00

D4 Expenditures:

What was the charity's total expenditure on professional and consulting fees? **4860** \$00

What was the charity's total expenditure on travel and vehicles? **4810** \$00

All other expenditures not already included in the amounts above **4920** \$00

Total expenditures (excluding gifts to qualified donees) (Add lines 4860+4810+4920) **4950** \$00

Of the total amount at line 4950:

a) How much did the charity spend on charitable programs? **5000** \$00

b) How much did the charity spend on management and administration? **5010** \$00

Total amount of gifts (excluding specified gifts) made to all qualified donees **5050** \$00

Total amount of specified gifts made to qualified donees **5070** \$00

Total expenditures (Add lines 4950 and 5050 + 5070) **5100** \$00

Section E: Certification

This return **must** be signed by a director/trustee or like official of the registered charity who has authority to sign on behalf of the charity. **It is a serious offence under the *Income Tax Act* to provide false or deceptive information.**

I certify that the information given on this form, the basic information sheet, and any attachment is, to the best of my knowledge, correct, complete, and current.

| | | |
|----------------------|-------|----------------|
| Name (please print): | | Signature: |
| Position in charity: | Date: | Telephone No.: |

Section F: Confidential data

F1 Provide the physical address of the charity and the address in Canada for the charity's books and records. Post office box numbers and rural routes are not sufficient.

| | Physical address of the charity | Address for the charity's books and records |
|---|---------------------------------|---|
| Number, street, apt. no., or lot and concession no. | | |
| City | | |
| Province or territory and postal code | | |

F2 Name and address of individual who completed this return.

| | |
|--|--|
| Name: | |
| Firm name (if applicable): | |
| Number, street, apt. no., R.R. no., or P.O. box no.: | |
| City, province or territory, and postal code: | |
| Telephone number: | Is this the same person who certified in section E? <input type="checkbox"/> Yes <input type="checkbox"/> No |

T3010B Registered Charity Information Return checklist

- Have you confirmed that all charity information included in the Form TF725, **Registered Charity Basic Information** sheet (BIS) is correct?
 - If any changes are required to any of the information displayed on the BIS, make the changes **directly** on the BIS.
- Have you attached Form TF725, *Registered Charity Basic Information* sheet (BIS)?
- Has the charity made any amendments to its governing documents during the fiscal period?
 - **If yes**, have you sent us an official copy of the amended governing documents in a separate envelope?
- Have you completed Schedule 1, *Foundations*, if required?
- Have you attached Form T1235(09), *Directors/Trustees and Like Officials Worksheet*?
- Have you attached Form T1236(09), *Qualified Donees Worksheet/Amounts Provided to Other Organizations*, if required?
- Have you completed Schedule 2, *Activities Outside Canada*, if required?
- Have you completed Schedule 3, *Compensation*, if required?
- Have you completed Schedule 4, *Confidential Data*, if required?
- Have you completed Schedule 5, *Non-Cash Gifts*, if required?
- Have you completed Schedule 6, *Detailed Financial Information*, if required?
- Have you attached a copy of the charity's financial statements?

Foundations

Schedule 1

- 1 Did the foundation acquire control of a corporation in the fiscal period? 100 Yes No
- 2 Did the foundation incur any debts at any time during the fiscal period other than for current operating expenses, purchasing or selling investments, or in administering charitable programs? 110 Yes No
- For private foundations only:**
- 3 At any time during the fiscal period, did the foundation hold any shares, rights to acquire shares, or debts owing to it that meet the definition of a non-qualified investment? 120 Yes No
- 4 Did the foundation own more than 2% of any class of shares of a corporation at any time during this fiscal period? 130 Yes No

If **yes**, you must complete and attach *Form T2081, Excess Corporate Holdings Worksheet*, to your return.
 (Note: Only private foundations will have this worksheet included in their return package.)

Activities Outside Canada

Schedule 2

For more information about carrying on programs outside Canada see the Charities Directorate website at www.cra.gc.ca/charities

- 1 What were total expenditures on activities/programs/projects carried on outside Canada during the fiscal period, excluding gifts to qualified donees? 200 \$00
- 2 Were any of the charity's resources provided for programs outside Canada under any kind of an arrangement including a contract, agency agreement, or joint venture to any other individual or entity (excluding gifts to qualified donees)? 210 Yes No

If **yes**, enter the amounts of the total reported on line 200 transferred to these individuals/organizations as required in the following table.

| Name of individual/organization | Using the list on the reverse, identify country code where activities were carried on. | Amount (\$) Please show amounts to the nearest single dollar. |
|---------------------------------|--|--|
| | | |
| | | |
| | | |

- 3 Using the list on the reverse, identify the countries where the charity itself carried on programs or provided any of its resources. Enter the appropriate country codes in the following spaces.

| | | | | |
|--|--|--|--|--|
| | | | | |
|--|--|--|--|--|

- 4 Are any projects undertaken outside Canada funded by the Canadian International Development Agency (CIDA)? 220 Yes No
 If **yes**, what was the total amount of funds expended under this arrangement? 230 \$00
- 5 Were any programs carried on outside Canada carried out by employees? 240 Yes No
- 6 Were any programs carried on outside Canada carried out by volunteers of the charity? 250 Yes No
- 7 Is the charity exporting goods as part of its charitable programs? 260 Yes No

If **yes**, list the items being exported, their value, their destination (city/region) and country code.

| Item | Value | Destination (city/region) | Country code |
|------|-------|---------------------------|--------------|
| | | | |
| | | | |
| | | | |

COUNTRY CODES

Americas-Central and South

AR-Argentina
 BO-Bolivia
 BR-Brazil
 CL-Chile
 CO-Columbia
 CR-Costa Rica
 CU-Cuba
 DO-Dominican Republic
 EC-Ecuador
 SV-El Salvador
 GT-Guatemala
 GY-Guyana
 HT-Haiti
 HN-Honduras
 JM-Jamaica
 MX-Mexico
 NI-Nicaragua
 PA-Panama
 PE-Peru
 UY-Uruguay
 VE-Venezuela
 QM-Other

Americas-North

US-United States of America
 QN-Other

Middle East

IR-Iran
 IQ-Iraq

IL-Israel
 PS-Israeli Occupied Territories
 JO-Jordan
 KW-Kuwait
 LB-Lebanon
 OM-Oman
 QA-Qatar
 SA-Saudi Arabia
 SY-Syrian Arab Republic
 YE-Yemen
 QO-Other

Europe

AL- Albania
 AM-Armenia
 BA-Bosnia and Herzegovina
 BY-Belarus
 BG-Bulgaria
 DK-Denmark
 ES-Spain
 FR-France
 GE-Georgia
 DE-Germany
 GB-United Kingdom
 HR-Croatia
 IT-Italy
 CY-Cyprus
 MK-Macedonia
 ME-Montenegro
 NL-Netherlands
 PL-Poland
 RO-Romania

RU-Russia
 RS-Serbia
 TR-Turkey
 UA-Ukraine
 QP-Other

Asia and Oceania

AF- Afghanistan
 AZ-Azerbaijan
 BD-Bangladesh
 BT-Bhutan
 KH-Cambodia
 CN-China
 IN-India
 ID-Indonesia
 KZ-Kazakhstan
 KG-Kyrgyzstan
 LA-Laos
 LK-Sri Lanka
 MY-Malaysia
 MN-Mongolia
 MM-Myanmar (Burma)
 KP-North Korea
 KR-South Korea
 PK-Pakistan
 PH-Philippines
 SG-Singapore
 TH-Thailand
 TJ-Tajikistan
 TL-Timor-Leste
 UZ-Uzbekistan
 VN-Vietnam
 QR-Other

Africa

DZ-Algeria
 AO-Angola
 BW-Botswana
 CM-Cameroon
 CF-Central African Republic
 TD-Chad
 CG-Republic of Congo
 CD- Democratic Republic of Congo
 EG-Egypt
 ET-Ethiopia
 GA-Gabon
 GM-Gambia
 GH-Ghana
 NA-Namibia
 KE-Kenya
 LR-Liberia
 MG-Madagascar
 NE-Niger
 NG-Nigeria
 RW-Rwanda
 SL-Sierra Leone
 SO-Somalia
 SD-Sudan
 UG-Uganda
 ZM-Zambia
 ZW-Zimbabwe
 QS-Other

Compensation **Schedule 3**

1 (a) Enter the **number** of permanent, full-time, compensated positions in the fiscal period. (This number should represent the number of positions the charity had including both managerial positions and others, and should not include independent contractors.) **300**

(b) For the **ten (10)** highest compensated, permanent, full-time positions enter the **number** falling within each of the following annual compensation categories.

| | | |
|---|---|---|
| 305 <input type="text"/> \$1 – \$39,999 | 310 <input type="text"/> \$40,000 – \$79,999 | 315 <input type="text"/> \$80,000 – \$119,999 |
| 320 <input type="text"/> \$120,000 – \$159,999 | 325 <input type="text"/> \$160,000 – \$199,999 | 330 <input type="text"/> \$200,000 – \$249,999 |
| 335 <input type="text"/> \$250,000 – \$299,999 | 340 <input type="text"/> \$300,000 – \$349,999 | 345 <input type="text"/> \$350,000 and over |

2 (a) Enter the **number** of part-time or part-year (for example, seasonal) employees the charity employed during the fiscal period **370**

(b) What was the total expenditure on compensation for part-time or part-year employees in the fiscal period? **380** \$00

3 What was the charity's total expenditure on all compensation in the fiscal period? **390** \$00

The information in this confidential data schedule is for the CRA's use but may be shared as permitted by law (e.g. with certain other government departments and agencies).

1. Information about Fundraisers

Please provide the name(s) and arm's length status of external fundraiser(s).

| Name | At arm's length? Yes/No |
|------|-------------------------|
| | |
| | |

2. Information about Donors Not Resident in Canada

This schedule must be completed to report any donation of \$10,000 or more received from any donor that was **not** resident in Canada and was **not** any of the following:

- A Canadian citizen, nor
- Employed in Canada, nor
- Carrying on business in Canada, nor
- A person having disposed of taxable Canadian property

Provide the name of the donor and the value of the donation in the chart below. You must also indicate whether the donor was an organization (for example a business, corporate entity, charity, non-profit organization), a government or an individual by placing a check mark in the appropriate box.

| Name | Amount | Organization | Government | Individual |
|------|--------|--------------------------|--------------------------|--------------------------|
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| | | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Non-Cash Gifts

1 Identify all types of non-cash gifts (gifts-in-kind) received for which a tax-receipt was issued:

- | | | |
|--|---|--|
| 500 <input type="checkbox"/> Artwork/wine/jewellery | 525 <input type="checkbox"/> Ecological properties | 550 <input type="checkbox"/> Publicly traded securities/mutual funds |
| 505 <input type="checkbox"/> Building materials | 530 <input type="checkbox"/> Life insurance policies | 555 <input type="checkbox"/> Books (literature, comics) |
| 510 <input type="checkbox"/> Clothing/furniture/food | 535 <input type="checkbox"/> Medical equipment/supplies | 560 <input type="checkbox"/> Other |
| 515 <input type="checkbox"/> Vehicles | 540 <input type="checkbox"/> Privately-held securities | 565 Specify: _____ |
| 520 <input type="checkbox"/> Cultural properties | 545 <input type="checkbox"/> Machinery/equipment (including computers and software) | |

2 Indicate the total eligible amount of tax receipted non-cash gifts 580 \$00

Was the financial information reported below prepared on an accrual or cash basis? 4020 Accrual Cash

Statement of financial position

Please show figures to the nearest single dollar. See the Key Terms and Definitions for a definition of the terms used.

| | | | |
|---|--------------------|---|--------------------|
| Assets: | | Liabilities: | |
| Cash, bank accounts, and short-term investments. | 4100 \$.00 | Accounts payable and accrued liabilities. | 4300 \$.00 |
| Amounts receivable from non-arm's length parties. | 4110 \$.00 | Deferred revenue. | 4310 \$.00 |
| Amounts receivable from all others. | 4120 \$.00 | Amounts owing to non-arm's length parties. | 4320 \$.00 |
| Investments in non-arm's length parties | 4130 \$.00 | Other liabilities. | 4330 \$.00 |
| Long-term investments. | 4140 \$.00 | Total liabilities (add lines 4300 to 4330). | 4350 \$.00 |
| Inventories. | 4150 \$.00 | | |
| Land and buildings in Canada. | 4155 \$.00 | | |
| Other capital assets in Canada. | 4160 \$.00 | | |
| Capital assets outside Canada. | 4165 \$.00 | | |
| Accumulated amortization of capital assets | 4166 \$.00 | | |
| Other assets. | 4170 \$.00 | Amount included in lines 4150, 4155, 4160, 4165 and 4170 not used in charitable programs. | 4250 \$.00 |
| Total assets (add lines 4100 to 4170). | 4200 \$.00 | | |

Statement of operations

| | |
|---|--------------------|
| Revenue: | |
| Total eligible amount of all gifts for which the charity issued tax receipts | 4500 \$.00 |
| For all tax-receipted gifts received during the fiscal period please provide: | |
| Total eligible amount of tax-receipted tuition fees | 5610 \$.00 |
| Total eligible amount of tax-receipted enduring property | 5640 \$.00 |
| Total amount received from other registered charities (excluding specified gifts and enduring property) | 4510 \$.00 |
| Total specified gifts from other registered charities | 4520 \$.00 |
| Total enduring property from other registered charities | 4525 \$.00 |
| Total other gifts received for which a tax receipt was not issued by the charity. | 4530 \$.00 |
| Total revenue received from federal government. | 4540 \$.00 |
| Total revenue received from provincial/territorial governments | 4550 \$.00 |
| Total revenue received from municipal/regional governments. | 4560 \$.00 |
| Total revenue received from all sources outside Canada. | 4575 \$.00 |
| Total interest and investment income received or earned | 4580 \$.00 |
| Gross proceeds from disposition of assets | 4590 \$.00 |
| Net proceeds from disposition of assets (show a negative amount with brackets). | 4600 \$.00 |
| Gross income received from rental of land and/or buildings. | 4610 \$.00 |
| Non tax-receipted revenues received for memberships, dues, and association fees. | 4620 \$.00 |
| Total non tax-receipted revenue from fundraising. | 4630 \$.00 |
| Total revenue from sale of goods and services (except to government) | 4640 \$.00 |
| Other revenue not already included in the amounts above | 4650 \$.00 |
| Specify type(s) of revenue included in the amount reported at 4650 (e.g., dividends) 4655 | |
| Total revenue (add line 4500, 4510 to 4580, and 4600 to 4650). | 4700 \$.00 |

Expenditures:

| | |
|---|-------------|
| Advertising and promotion | 4800 \$.00 |
| Travel and vehicle expenses | 4810 \$.00 |
| Interest and bank charges | 4820 \$.00 |
| Licences, memberships, and dues | 4830 \$.00 |
| Office supplies and expenses. | 4840 \$.00 |
| Occupancy costs. | 4850 \$.00 |
| Professional and consulting fees | 4860 \$.00 |
| Education and training for staff and volunteers | 4870 \$.00 |
| Total expenditure on all compensation (enter the amount reported at line 390 in Schedule 3 if applicable) | 4880 \$.00 |
| Fair market value of all donated good used in charitable programs. | 4890 \$.00 |
| Total cost of all purchased supplies and assets. | 4891 \$.00 |

| | | | |
|---|-------------|----|-----|
| Amortization of capitalized assets | 4900 | \$ | .00 |
| Total expenditure for research grants and scholarships as part of charitable programs | 4910 | \$ | .00 |
| Other expenditures not included in the amounts above | 4920 | \$ | .00 |
| Specify type(s) of expenditures included in the amount reported at 4920 4930 | | | |
| Total expenditures before gifts to qualified donees (add lines 4800 to 4920) | 4950 | \$ | .00 |

Lines 5000 to 5030 represent a breakdown of the expenditures on lines 4800 to 4920. The total of lines 5000 to 5030 should equal line 4950.

| | | | |
|--|------|----|-----|
| Total expenditures on charitable programs | 5000 | \$ | .00 |
| Total expenditures on management and administration | 5010 | \$ | .00 |
| Total expenditures on fundraising | 5020 | \$ | .00 |
| Total expenditures on political activities, inside or outside Canada | 5030 | \$ | .00 |
| Total other expenditures included in line 4950 | 5040 | \$ | .00 |
| Total amount of gifts (excluding enduring property and specified gifts) made to all qualified donees | 5050 | \$ | .00 |
| Total amount of enduring property transferred to qualified donees (excluding specified gifts of enduring property) | 5060 | \$ | .00 |
| Total amount of specified gifts made to qualified donees (including specified gifts of enduring property) | 5070 | \$ | .00 |
| Total expenditures (add amount from line 4950 and the amounts from lines 5050, 5060, and 5070) | 5100 | \$ | .00 |

Other financial information

Permission to accumulate property: Only registered charities that have written permission to accumulate should complete this question.

| | | | |
|--|------|----|-----|
| • Enter the amount accumulated for the fiscal period, including income earned on accumulated funds | 5500 | \$ | .00 |
| • Enter the amount disbursed for the fiscal period for the specified purpose we have permitted. | 5510 | \$ | .00 |
| • Enter the amount deemed to be a tax-receipted gift for the fiscal period. | 5520 | \$ | .00 |

Enduring property and the capital gains pool

| | | | |
|--|------|--|-----|
| From the amount reported at line 4950, what is the fair market value of all enduring property spent during the fiscal period? | 5710 | \$ | .00 |
| Enter the capital gains from the disposition of enduring property in the fiscal period. Do not enter an amount reflecting a capital loss or a negative amount in this field. | 5720 | \$ | .00 |
| Is the charity claiming an amount that is less than the maximum capital gains reduction? | 5730 | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| If yes, enter the amount from line 11 of Form T1259, <i>Capital Gains and Disbursement Quota Worksheet</i> | 5740 | \$ | .00 |
| If the charity has received approval from the Charities Directorate to make a special reduction to its disbursement quota, enter the amount for the fiscal period | 5750 | \$ | .00 |

Property not used in charitable activities

| | | | |
|--|------|----|-----|
| Enter the value of property not used for charitable activities or administration during: | | | |
| • The 24 months before the beginning of the fiscal period | 5900 | \$ | .00 |
| • The 24 months before the end of the fiscal period. | 5910 | \$ | .00 |