

Pay at two months. File at six.

Ten checks before your T2 goes in.

- ☐ **Trial balance agrees to GIFL**
Schedules 100 and 125.
- ☐ **Schedule 1 complete**
Every add-back accounted for.
- ☐ **Accrued pay inside 179 days**
ITA 78(4). Not 180.
- ☐ **Shareholder loans tested**
One year, ITA 15(2.6).
- ☐ **Associated group mapped**
Section 256, limit under 125(3).
- ☐ **Passive income measured**
The 125(5.1) grind.
- ☐ **Revenue reconciled to GST/HST**
A leading review trigger.
- ☐ **T4 and T5 totals agreed**
T4 employment, T5 dividends.
- ☐ **T1135 considered**
Cost amount over \$100,000.
- ☐ **Balance paid at 2 or 3 months**
Long before the return is due.

**The late filing penalty is 5% + 1%
a month — not \$250 a day.**