## AUDIT DOCUMENTS

## WHAT WILL MY AUDITOR NEED?

Prior to an audit appointment, you will be provided an explanation of the areas of focus. Your auditor MAY provide a list of specific documents needed for your appointment.

Here are some of the commonly requested documents:

## **PROADVISOR TIP**

REMEMBER!! Every dollar expense denied equates to approx 30-35¢ owed to CRA. Organized support documents are key to a favourable audit ruling.

Take the time to locate the requested documents and files!

PERSONAL DOCUMENTS	
FILED TAX RETURNS	
CREDIT HISTORY	
PROPERTY DETAILS	
BANK STATEMENTS	
MORTGAGE DOCUMENTS	
CREDIT CARD STATEMENTS	

<b>BUSINESS</b> DOCUMENTS
LEDGERS
JOURNALS
INVOICES
RECEIPTS
CONTRACTS
RENTAL RECORDS
BANK STATEMENTS

**CREDIT CARD STATEMENTS** 

Personal and or Business records may be requested from entities associated with you or your business.



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