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	

BUSINESS 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.



SPOUSE • COMMON-LAW PARTNER FAMILY MEMBERS • CORPORATIONS PARTNERSHIPS • SETTLOR/BENEFICIARY/TRUSTEE



