

REQUIRED INFORMATION FOR FILING A TRUST RETURN

(See over for more information)

- 1) Name of trust: _____
- 2) Date trust established: _____
- 3) Mailing address for trust: _____
- 4) Type of trust: _____
- 5) Contact Person:
 - a. Name: _____
 - b. Phone number: _____
 - c. Email address: _____
- 6) Trustee(s):
 - a. Legal Name: _____
 - b. Address: _____
 - c. Date of birth: _____
 - d. Country of residence: _____
 - e. Tax identification number: _____
- 7) Settlor(s):
 - a. Legal Name: _____
 - b. Address: _____
 - c. Date of birth: _____
 - d. Country of residence: _____
 - e. Tax identification number: _____
- 8) Beneficiary(s):
 - a. Legal Name: _____
 - b. Address: _____
 - c. Date of birth: _____
 - d. Country of residence: _____
 - e. Tax identification number: _____
- 9) Name of lawyer contacted: _____

Attach a copy of the trust document from your lawyer. If there is no trust document, please write a description of what the trust is set up for (see reverse for examples):

For additional copies of this form, please visit our website at <https://www.allianceaccounting.ca/resources/form-centre> and select Trust Return Information. Or you may make copies of this form as needed.

Internal use only:

Control Number: _____ Job number: _____ Trust account number: _____

Verified: _____ Keyed: _____ Reviewed: _____
Initials and Date Initials and Date Initials and Date

Delivery Instructions: Pickup _____ Mail _____ Portal _____ DocuSign _____

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- **Name of Trust:** If there is no formal name for the trust, CRA recommends naming the beneficiaries followed by “Trust” (for example, “William Jones Trust” or “Mary Jones William Jones Trust”). Beneficiaries should be listed in alphabetical order.
- **Date trust was created:** Actual date, if known, or best estimate
- **Type of trust:** Most commonly, this will be a bare trust
- **Trustee:** The person who is on legal title or holds the asset for the beneficial owners, and who is responsible for filing the trust return
- **Settlor:** Any person or partnership that has made a loan or transfer of property, either directly or indirectly, to or for the benefit of the trust
- **Beneficiary:** The true owner of the asset, the person that has the ability to exert influence over the trustee in decisions regarding income or capital of the trust
- **Tax Identification number:** Social Insurance Number for an individual, Business Number for a corporation, Trust Account Number for a trust, Foreign Tax Identification number for non-residents (e.g., Social Security Number for a U.S. resident)
- **Examples of explanations of trust:**
 - Bank or investment account in trust for child
 - Child’s name on parent’s property title for estate purposes
 - Parent’s name on child’s property title for financing purposes
 - Corporate bank account in name of shareholder