

Dear \_\_\_\_\_,

Thanks for using our service. Enclosed are the hard copy of your tax return for year 2012. Please keep it well for future reference. If we EFILEd your tax return successfully, you can find the EFILE confirmation code on page 4 of T1 form. If it is NETFILEd, here is the NETFILE confirmation code: \_\_\_\_\_. We also included your tax return summary on the next page. It shows some key amounts in the tax return.

Your tax return shows a result of tax refund. The amount expected is \$\_\_\_\_\_. You can expect the refund to be issued by CRA within 2 weeks if your return is EFILEd or NETFILEd.

Your tax return shows a result of balance due of \$\_\_\_\_\_. Please make the payment online or in your bank within 5 business days since the return is EFILEd or NETFILEd.

Here are some other tax credits which are **expected** to be assessed by CRA:

1. GST/HST tax credit, paid quarterly from July 2013, total amount \$\_\_\_\_\_.
2. Child Care Tax Credit (CCTB) tax credit, total amount \$\_\_\_\_\_.
3. Ontario Trillium Benefit, total amount \$\_\_\_\_\_.

If there is any question regarding your tax return, please contact us.

**(this client letter can be removed, or customized)**

Yours Truly

Date: \_\_\_\_\_