



Free Tax Clinics

Get your benefits and credits

If you are a current client of Community Services or a senior (60+), with a modest income and a simple tax situation, volunteers can do your tax return for you!

Drop-off and Pick-up

Walk-in during business hours, complete a few forms, and drop off your documents. A volunteer will prepare and e-file your tax return. Then, you pick up your documents. Proof of identity required when you dropping-off and picking-up tax documents.

March 3, 2025 – April 30, 2025

Cambridge Welcome Space

150 Main Street, Cambridge

Kitchener Welcome Space

20 Weber Street E., Kitchener

Waterloo Welcome Space

99 Regina Street S., Waterloo

**Come to any of the locations listed above from 8:30 a.m. to 3:30 p.m.
Monday to Friday (closed holidays)**

Are you eligible for our free income tax clinics?

You may be eligible for help at a free tax clinic if you are a senior (60+) or a current client of the Region of Waterloo Community Services Department, with a modest income **and** a simple tax situation.

Client of Community Services at the Region of Waterloo: This means that you are accessing services through any of the following programs:

- Child Care Subsidy
- R of W Employment Services
- Waterloo Region Housing
- On Housing Waitlist
- Ontario Works
- Ontario Disability Support Program
- Sunnyside Home or Supportive Housing
- Emergency Shelters or Outreach

Modest Income: A modest income means your total family income is less than the amount shown in the chart below, based on the size of your family.

Family size	Total family income is under:
1 person	\$35,000
2 persons	\$45,000
3 persons	\$47,500
4 persons	\$50,000
5 persons	\$52,500
More than 5 persons	\$52,500 plus \$2,500 for each additional person

Simple tax situation: In general, your tax situation is **simple** if you have no income or if your income comes from any of these sources:

- benefits such as Canada Pension Plan, disability insurance, employment insurance, and social assistance
- employment, scholarships, fellowships, bursaries or grants; or interest (under \$1,000)

Note: Your tax situation is not simple if you:

- are self-employed or have employment expenses
- have business or rental income and expenses
- have capital gains or losses
- filed for bankruptcy in the tax year (or the year before, if return has not yet been filed)
- are completing a tax return for a deceased person
- have foreign property or income

What do you need to provide to the volunteer to file your tax return?

To ensure that your return is completed accurately, please ensure that you have all the necessary information that applies to your situation:

- Information Slips: T5007, T5, T4, T4A, T4A(P), T4E, T4RIF, T4RSP, T3, T2202
- 2024 Notice of Assessment
- Rent Receipts or Property Tax Information
- Charitable Donations
- Child Care Expenses
- Medical/dental expenses not covered by a health plan
- Copy of CRA letter of Determination for Disability Tax Credit

You can request copies of all your information slips from Canada Revenue Agency (CRA) by calling them at **1-800-959-8281** or by accessing [MyAccount on the CRA website](https://www.cra.ca/MyAccount) (www.canada.ca/cra).