



This sample is to serve as a general guideline only and is not meant to take the place of the advice of a tax professional. Kin Canada is not responsible for any errors or omissions that may occur when clubs file their T2 Short. We have attempted to account for regional differences; however, provincial variances may apply or changes by CRA may have occurred since this sample was created. To ensure accuracy when filing, clubs should consult their local tax professional or the Canada Revenue Agency. Your club should also include an income statement and balance sheet with its T2 Short. Additional information can be found on the Canada Revenue Agency's at website www.cra-arc.gc.ca

GUIDE TO COMPLETING T2 SHORT RETURN (2019 and later tax years)

Page 1 Net Income (Loss) for Income Purposes

This page is not required if you are a small club with smaller amounts of revenue. If you are unsure, please contact a professional for assistance. You must attach a financial statement of each of your accounts to the T2 when sending to Canada Revenue Agency. Please make sure that you are using an accounting program accepted by Canada Revenue Agency when doing your financial statement. The Gifi software is recommended by CRA.

<https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/corporations/corporation-income-tax-return/completing-your-corporation-income-tax-t2-return/general-index-financial-information-gifi.html>

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Line 001 – Insert Business Number if corporation has one. If the corporation has a Business Number, you may want to consider getting expert advice to complete the return.

Line 002 to 028 – complete as necessary (Note: Head office is your club information and not Kin HQ)

Line 030 to 038 – complete as necessary

Line 040 – check 5 – Other corporation and specify “Non-Profit”

Line 085 – check 1 (This box is very important. Do not leave it blank.)

Line 060 – insert your fiscal year start

Line 061 – insert your fiscal year end

Line 063 to 064 - complete as necessary

Line 066 and 067 – check “No”

Line 070 to 071 – check yes only if applicable – probably a “No”

Line 072 to 078 - check “No”

Line 300 – leave blank

Line 750 – insert applicable province or territory

Line 840 and 894– leave blank

Line 095 and 096 - leave blank

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Lines under “Attachments” starting with Line 201 and ending with Line 173 – leave all blank. Line 210 might need to be completed depending on the circumstances.

Line 280 – check “No”

Line 284 to 295 – leave blank

Line 920 - complete if applicable

Lines 950 to 959 – insert required information and sign

Line 990 – insert a “1” for English or a “2” for French

Page 4 – Capital Cost Allowance

Insert information at top

The rest of the page is not –applicable. Put N/A in large letters in the middle of the page.

Page 5 – Shareholder information

This page is not required if you are a small club with smaller amounts of revenue. If you are unsure please contact a professional for assistance.

Good Luck!