



Yearly payroll breakdown

Account number		Business name							
Month	Tax deducted	Canada Pension Plan contributions (both employees' and employer's shares)		Employment insurance premiums (both employees' and employer's shares)		Total remitted per payroll records		Total remitted per financial institution records	
January									
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
Totals									

A calculation error may include the following:

- C.P.P. employer share owing was calculated incorrectly (i.e., should be 1.0 X employees' C.P.P. share)
- E.I. employer share owing was calculated incorrectly (i.e., should be 1.4 X employees' E.I. share UNLESS a reduced E.I. rate has been approved).

Explanation of difference (please print):

Person from whom further information may be obtained (please print)	Telephone number						
Position	Date <table border="1"> <tr> <td>Year</td> <td>Month</td> <td>Day</td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </table>	Year	Month	Day			
Year	Month	Day					

Personal information is collected under the Income Tax Act (ITA) and is used to verify compliance with obligations related to withholding, remitting, reporting and filing. It may also be used for any other purpose as authorized by the ITA. It may be shared or verified with other federal, provincial/territorial government institutions in accordance with sharing agreements. A refusal to provide the information may result in penalties, interest payable or other actions. Personal information is described in CRA PPU 120 and is protected under the Privacy Act. Individuals have a right of protection, access to and correction or notation of their personal information and to file a complaint with the Privacy Commissioner of Canada regarding our handling of their information.