

# GST/HST Sample Documentation

## Contents

<b>Confirmation of Registration from CRA</b> .....	2
<b>GST/HST Netfile Confirmation</b> .....	3
<b>Federal GST/HST Return and Payment (Bank)</b> .....	4
<b>CRA Notice of Assessment</b> .....	5

Please note that all GST/HST documents must be dated within the last 12 months.

# Confirmation of Registration from CRA



Canada Revenue  
Agency

Agence du revenu  
du Canada

Sudbury ON P3A 5C1

Page 1 of 2

ABC COMPANY INC.  
123 SAMPLE STREET  
TORONTO ON A1B 2C3

Date	January 24, 2022
Business Number	12345 6789 RT0001

0000317

## REGISTRATION CONFIRMATION NOTICE

We have approved your request for goods and services tax/harmonized sales tax (GST/HST) registration. Your registration is effective January 19, 2022. Your Business Number for GST/HST is: **12345 6789 RT0001**.

~~Based on the information you provided, we have assigned you an annual reporting period.~~

Your first return will cover the period from January 19, 2022 to September 30, 2022. This return, and any GST/HST you owe for the period, is due December 31, 2022.

If you mail us your GST/HST payment, we have to receive it by the due date. We will not accept a postmark as proof of the date of receipt. If you choose to make your payment at a financial institution, you have to make the payment no later than the due date. If your payment is \$50,000 or more, you must make it at your financial institution in Canada.

After you register your new Business Number or CRA program account (e.g. GST/HST) we may contact you to confirm the information you provided. At that time we may ask you to provide more information. Having complete and valid information on file for your business allows us to serve you better.

Bob Hamilton  
Commissioner of Revenue

For more information, phone or write to:

Toronto Centre Tax Services  
1 Front Street West  
Toronto

ON M5J 2X6  
1-800-959-5525 (Canada and United States)



# GST/HST Netfile Confirmation

4/27/22, 9:47 PM

GST/HST NETFILE - Confirmation



Government of Canada  
Gouvernement du Canada

## Canada Revenue Agency

Sign out

### GST/HST NETFILE - confirmation

Your return has been successfully filed.

Your confirmation number is: **123456**.

Business number: **123456789 RT0001**  
Business name: **John Doe**  
Reporting period: **2021-01-01 to 2021-12-31**  
Filing date: **2022-04-27**  
Payment due date: **2022-04-30**

### GST/HST return summary

<b>Line 90</b>	Taxable sales (including zero-rated supplies) made in Canada	\$75,123.00
<b>Line 91</b>	Exempt supplies, zero-rated exports, and other sales and revenue	\$56,134.00
<b>Line 101</b>	Total sales and other revenue (line 90 + line 91)	\$155,569.00
<b>Line 102</b>	Your associates' taxable sales (including zero-rated supplies) made in Canada	\$0.00
<b>Line 135</b>	Total GST/HST new housing rebates (included in line 108)	\$0.00
<b>Line 136</b>	Deduction for pension rebate amount (included in line 108)	\$0.00
<b>Line 105</b>	Total GST/HST and adjustments for period	\$10,221.15
<b>Line 108</b>	Total ITCs and adjustments	\$1,047.29
<b>Line 109</b>	Net tax	\$7,499.83
<b>Line 110</b>	Instalments and other annual filer payments	\$1,644.08
<b>Line 111</b>	Rebates (note: rebate forms must be mailed separately)	\$0.00
<b>Line 205</b>	GST/HST due on purchases of real property or purchases of emission allowances	\$0.00
<b>Line 405</b>	Other GST/HST to be self-assessed	\$0.00
<b>Line 114</b>	Refund claimed	\$0.00
<b>Line 115</b>	Amount owing	\$6,195.75

# Federal GST/HST Return and Payment (Bank)



Government Payment  
& Filing Service

ABC Company Inc.

Sign  
Off

ABC Company Inc. (123456789)

PFS ID: 102034567

Transaction history > Payment details

## Payment details



### Federal - GST/HST Return and Payment - (GST34 )

#### Payment summary

<b>Status:</b>	Processed	<b>Payment date:</b>	2022 Jul 30
<b>Confirmation number:</b>	1234567	<b>Payment amount:</b>	\$6,195.75
<b>Creation date &amp; time:</b>	2022 Jul 15 09:44: 22	<b>Pay from:</b>	XXXXX – XXXXXXXX – Chequing
<b>Created by:</b>	ABC Company Inc. (123456789)		

#### Transaction details

**GST/HST account:** 123456789RT001      **Reporting period**  
**from:** 2021 Oct 01      **to:** 2021 Oct 31

<b>Sales and other revenue</b> <b>101</b>	\$155,569.00
<b>Total GST/HST new housing rebates</b> <b>135</b> <small>(builders will continue to include this amount on line 108)</small>	\$0.00
<b>Deduction for pension rebate amount</b> <b>136</b> <small>(included on line 108)</small>	\$0.00

# CRA Notice of Assessment



Canada Revenue  
Agency

Agence du revenu  
du Canada

Page 1 of 4

Sudbury ON P3A 5C1

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## Notice details

<b>Business number</b>	12345 6789 RT001
<b>Period covered</b>	Apr 3, 2021 - Dec 31, 2021
<b>Date issued</b>	Jun 15, 2022

ABC COMPANY INC.  
123 SAMPLE STREET  
TORONTO ON A1B 2C3

## Notice of assessment for goods and services tax/harmonized sales tax (GST/HST)

This notice explains the results of our assessment of your GST/HST return(s).

The amount you need to pay is \$1,684.05.

Thank you,

Bob Hamilton  
Commissioner of Revenue

### Account summary

Previous payments may not appear if they have not been processed. If you have already paid the balance owing, please ignore this request.

**Total balance:**            **\$1,684.05**

### Sign up for MyBA

MyBA lets you:

- Submit elections online
- View filed returns; and
- View account history.

Go to:

[canada.ca/my-cra-business-account](https://canada.ca/my-cra-business-account)

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Canada