



YOUR GUIDE TO 2017 TAX REPORTING

As you prepare your 2017 income tax return, this brochure will assist you in understanding the tax forms you will be receiving and provide you with expected mailing dates for each form. This summary has been prepared for general information purposes only.

US Dollar Accounts

For those investors with US dollar accounts, all tax receipts will be reported in Canadian dollars. The disposition will be calculated using the foreign exchange rate on the day the transaction was executed. Any income related transactions, will use the published Bank of Canada annual average exchange rate for the year. This rate will be reported on the Summary of Investment Income.

For more information, visit
<http://www.bankofcanada.ca/en/exchange>

As part of the income tax filing process, we are required to provide Canada Revenue Agency (CRA) and Revenu Quebec for Quebec residents with the following forms.

NON-REGISTERED INVESTMENT ACCOUNTS

Summary of Investment Income

This summary provides the details of the dividend and interest (debits and credits) posted to accounts throughout the taxation year. Credits will be shown as “PAID TO YOU.” Debits will be shown as “PAID BY YOU.” Only the credit amounts are reported on your TS with the exception of taxes withheld.

T5/Relevé 3

All investors who are residents of Canada and receive more than \$50.00 of investment income will receive a CRA T5 receipt and a Relevé 3 for Québec residents only along with the Summary of Investment Income.

Foreign Spin-Off/Stock Dividend

If you are a Canadian resident shareholder of a foreign corporation from which you received shares, the value of the shares may be treated as foreign income dividend.

These amounts will be reported as the result of the spin-off or stock dividend on your t5/Relevé 3 for Québec residents only.

More information on these transactions can be found on CRA's website at <http://www.cra-arc.gc.ca/tx/bsnss/t-pcs/spnffs-eng.html>

NR4

All investors who are deemed non-residents of Canada and receive \$10.00 or more of investment income will receive a CRANR4. In addition to the income amounts, any applicable Canadian non-resident withholding tax that was withheld in the taxation year is also reported.

T3/Relevé 16

All investors who hold closed end Trust Units and have been allocated income during the Trust's fiscal year will receive a consolidated CRA T3 and a Relevé 16 for Québec residents only.

Mutual Funds

Clients who invest in mutual fund trusts and received dividends or interest will receive a T3 and/or Relevé 16 for Québec residents only. Please note that these receipts are issued directly from each mutual fund management company.

T5013/Relevé 15

All investors who are allocated income or losses from Limited Partnership Units within the Partnership's fiscal year will receive a CRA T5013 form and a Relevé 15 for Québec residents only. The T5013 reports income or losses for non tax sheltered partnerships and tax sheltered partnerships.

(Note: Distributions from Trust Units and Limited Partnership Units can comprise of taxable dividends, interest, return of capital, foreign income or a combination thereof. Information on the distribution breakdown is usually not made available until mid-February to mid-March. Some are only declared a few days before the March 31st deadline. In certain situations, distributions declared and paid in 2018 must be reported in 2017.)

For accurate tax reporting and to avoid possible amendments, the T3, Relevé 16, T5013, and Relevé 15 are issued as close to but no later than March 31, 2018. Please ensure that you have received all the applicable tax receipts related to Trust Units and Limited Partnership Units you held in a Non-Registered account before filing your income tax return.

T5008

CRA requires us to report proceeds from dispositions that took place through your Non-Registered account during the tax year. Investors will receive a consolidated T5008 summary which represents the dispositions reported to CRA. Your trade confirmations, trading disposition summary or month-end statements will assist you in calculating capital gains/losses.

Foreign Asset Verification Report (T1135)

CRA requires all Canadian residents to file Form T1135 if at any time in the year a taxpayer held foreign property that collectively equaled or exceeded \$100,000 CDN in value. To assist you with this reporting, Echelon Wealth Partners will provide you with a Foreign Asset Verification Report. This report will identify the value of foreign holdings at the end of each month. Please note, you should use this report to track your foreign holdings at Echelon Wealth Partners and report to CRA in conjunction with any other foreign property you may hold outside of Echelon Wealth Partners. The Foreign Asset Verification Report and the Trading Disposition Summary will assist you in completing the T1135.

NON-REGISTERED INVESTMENT ACCOUNTS INTERNAL REVENUE SERVICE (IRS)

Echelon Wealth Partners is required to file the following forms for all investors who are deemed a U.S. citizen or U.S. person under U.S. law. These forms are issued to you and the U.S. Internal Revenue Service and are based on income type:

1099-DIV

All investors who are allocated dividend income will receive an IRS 1099-DIV Form.

1099-INT

All investors who are allocated interest income will receive an IRS 1099-INT form.

1099-B

All investors who received proceeds of dispositions from the sale or redemption of securities will receive an IRS 1099-B Form.

REGISTERED INVESTMENT ACCOUNTS

RRSP Contribution Receipts

Contribution receipts will be issued to clients to report the value of cash or securities contributed to an RRSP account. Contributions made in the first 60 days of the New Year can be reported in either the 2017 or 2018 tax year.

T4RSP/T4RIF/Relevé 2(RL-2)

All payments from registered accounts must be included in your income. Clients who made a withdrawal from their RRSP will receive a T4RSP (and a Relevé 2 for Québec residents only). Clients who made a withdrawal from their RRIF/LIF/LRIF will receive a T4RIF (and a Relevé 2 for Québec residents only).

T4A/Relevé 1

All Educational Assistance Payments (EAP) from an RESP paid to a Beneficiary or a Subscriber is reported on a T4A receipt. A Relevé 1 receipt is also issued if the recipient is a Québec residents only.

TFSA Reporting

TFSA reporting will be completed and sent to CRA by February month end. Client tax returns that are processed by CRA before processing the TFSA file may not accurately reflect annual contributions made to a TFSA account or the amount of contribution room available. Please note: no receipts are issued from a TFSA to report contributions or withdrawals.

NR4

All clients who are non residents of Canada and withdrew funds from their registered plan will receive an NR4 receipt.

Relevé 7

The Relevé 7 is issued to Québec residents only. It records all reportable income from the SME (formerly called the Québec).

IMPORTANT MAILING DATES

Internal Revenue Service	Mailed no later than
1099DIV/INT/B	January 31, 2018
Canada Revenue Agency/Ministère du Revenu du Québec	Mailed no later than
RRSP Contribution Receipts	March to December will be mailed mid January 2018 first 60 days mailed bi-weekly
TS/Relevé 3	February 28, 2018
T5008	February 28, 2018
T4RSP/T4RIF/Relevé 2	February 28, 2018
Relevé 7	February 28, 2018
T4A/Relevé 1	February 28, 2018
FAVR	February 28, 2018
NR4	April 3, 2018
T3/Relevé 16	April 3, 2018
TS013/Relevé 15	April 3, 2018

All tax receipts and related documentation will also be available in your E-Documents vis the InvestorFirst website and can be accessed using your login information. If you do not have a login ID and password, please contact your Investment Advisor.

Please consult a tax professional if you have any questions. If you have questions regarding the tax forms you receive from us, please consult your Investment Advisor.

E-DOCUMENTS

Echelon Wealth Partners is pleased to provide its clients our E-Documents option, available on our InvestorFirst website.

If you are not currently enrolled on the InvestorFirst website, please contact your Financial Advisor and they will be able to assist you in setting up a new profile. In order to set up a new profile, you will be required to provide a valid e-mail address. Once your new profile is set up you will then be able to access your account information along with your online documents.

Enroll now and have unlimited access to your Monthly Statements, Trade Confirmations, and annual Tax Receipts.

Why Enroll?

- Receive your documents sooner than mail
- Always available to you
- No more paper (Monthly Statements and Trade Confirmations only)
- Securely stored
- Easy to access

Additionally, you will have the option to receive an email notification on a weekly basis to advise you when new documents are available. The email notifications will be sent to you only when new documents are available to you.

What do you need?

- You will require a computer with a secure internet browser capable of accessing the Echelon InvestorFirst Website
- You will require Adobe Reader to view and print your document(s)
- You will also require a valid email address

Echelon Wealth Partners
1 Adelaide Street East, Suite 2000
Toronto, Ontario M5C2V9

echelonpartners.com