



Simcoe Muskoka Catholic District School Board  
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**ELIGIBLE EDUCATOR SCHOOL SUPPLY TAX CREDIT – CLAIM FORM**

Teachers (certified by the Ontario College of Teachers) and Designated Early Childhood Educators (who are Registered Early Childhood Educators) are eligible to claim a tax credit of up to \$1,000.00 of purchases of eligible teaching supplies in a taxation year. Please list the supplies purchased in the area provided below. Please add additional pages if necessary. This form plus the related receipts should be retained with your tax information for review by the Canada Revenue Agency (CRA).

Eligible Expenses – Maximum \$1,000.00 per year	Amount
Total Eligible Expenses (add additional sheets if required):	\$

**Certification**

**Employee:**

Name:		Social Insurance Number:	
School:		Claim Year:	
I certify that the supplies listed above were purchased by me and used in the school listed above to facilitate student learning in the year listed above. I confirm that I have not been reimbursed for any of the supplies listed here. I understand that being honest in this attestation is a condition of employment and that all expenses and receipts included in the above may be subject to audit by the Simcoe Muskoka Catholic District School Board, the Canada Revenue Agency, or both.			

Signature

Date

**For the Board:**

Name:		Position:	
I certify that the person above is employed as a teacher or Early Childhood Educator by the Simcoe Muskoka Catholic District School Board and, to the best of my knowledge, the supplies included in the claim above were purchased by the named employee for the purpose of facilitating student learning and were used in the classroom during the year listed above.			

Signature

Date

*Our Mission: Our inclusive Catholic learning community is dedicated to excellence. We give witness to the teachings of Jesus Christ, as we journey in faith and learning, to develop the God-given abilities of each person.*

Maximum Tax credit: 15% of supplies purchased or \$150.00

Claim supplies in the year in which they are purchased not the year in which used in the classroom.

**Eligible Supplies:**

Teaching supplies include consumable goods. Some examples are:

- Construction paper for activities, flashcards for activity centres;
- Items for science experiments, such as seeds, potting soil, vinegar, baking soda and stir sticks;
- Art supplies such as paper, glue and paint; and
- Various stationary items, such as pens, pencils, posters and charts.

The only durable goods that qualify as teaching supplies are listed below:

- games and puzzles;
- books for the classroom;
- containers such as plastic boxes or banker boxes; and
- educational support software

**Ineligible Supplies:**

- Computers, tablets and rugs are not eligible expenses because they are durable goods (which can be used repeatedly or continuously for a relatively long time) that are not included in the above list of durable goods that qualify as teaching supplies.