

— Completing your T3 Summary —

Identification

Complete this area using the same information that you entered in the identification area on the *T3 Trust Income Tax and Information Return*.

Total number of T3 slips filed

Enter the total number of T3 slips that you have included with this summary.

T3 slip totals

The line numbers in this area are the same as the box numbers shown on a T3 slip. For each box number, add the amounts from all of the T3 slips filed with this summary, and enter the total on the corresponding line of this summary.

Certification

Ensure that you date and sign this area before sending us the summary.

Keep a copy of the T3 Summary with the trust records.

— Where to file? —

Trusts resident in Canada

Ottawa Technology Centre
Canada Revenue Agency
Ottawa ON K1A 1A2

Non-resident trusts and deemed resident trusts

International Tax Services Office
Canada Revenue Agency
Ottawa ON K1A 1A8

Magnetic media filers

Send us your CD-ROM or diskette. Do not send us a paper copy of this form or T3 slips.

Magnetic Media Processing Team
Ottawa Technology Centre
Canada Revenue Agency
Ottawa ON K1A 1A2

— Amending your T3 Summary —

If you prepare an amended T3 slip after you have filed the original with us, you have to file an amended T3 Summary showing the revised totals. If the amended T3 slip affects the amounts shown on the *T3 Trust Income Tax and Information Return*, or on Schedule 9, *Income Allocations and Designations to Beneficiaries*, **do not** file another T3 return. Send us a letter providing the details of the change. Indicate the taxation year you want us to change and attach any supporting documents. Include the trust's account number on the letter.