<Return>

<T4RSP>

<T4RSPSlip>

<RCPNT_NM>

<snm></snm>

Recipient last name
- **required** 20 alphanumeric
- first 20 letters of the recipient 's last name
- omit titles such as Mr., Mrs., etc.
- do not include first name or initials

<gvn_nm></gvn_nm>

Recipient first name
- 12 alphanumeric
- first 12 letters of the recipient 's first given name

Note
If only initials are available, provide the recipient 's first initial.

<init></init>

Recipient initial
-1 alphanumeric
- initial of the recipient 's second given name

</RCPNT_NM>

<RCPNT_ADDR>

<addr_l1_txt></addr_l1_txt>

Recipient address - line 1
- 30 alphanumeric
- the first line of the recipient 's address

<addr_l2_txt></addr_l2_txt>

Recipient address - line 2
- 30 alphanumeric
- the second line of the recipient 's address

Recipient city
- 28 alphanumeric
- the city in which the recipient is located.

Recipient province or territory code
- 2 alpha
- the Canadian province or territory in which the recipient is located
or
- the state in the USA where the recipient is located
- please use the abbreviations listed in the Magnetic media transmittal WEB page. See Transmitter province or territory code
- when the recipient's country code is neither CAN nor USA, store **ZZ** in this field

Recipient country code
- 3 alpha
- the country in which the recipient is located
- please use the alphabetic country codes as outlined in the *International Standard (ISO) 3166 Codes for the Representation of Names of Countries*
- always **CAN** for Canada and **USA** for the United States of America

Recipient postal code
- 10 alphanumeric
- the recipient Canadian postal code
- format: alpha, numeric, alpha, numeric, alpha, numeric

Example
A9A9A9
or
- recipient 's USA zip code
or
- where the recipient's country code is neither CAN nor USA, store the foreign postal code

</RCPNT_ADDR>

Recipient's social insurance number (SIN)
- **required** 9 numeric
- T4 RSP slip, box 12
- where the recipient has failed to provide a SIN, store zeroes in the entire field

Note
Please refer to "Validating Social Insurance Numbers, Trust Account Numbers and Business Numbers", for the formula we use to validate a SIN.

Contract number
- **required** 12 alphanumeric
- T4RSP slip box 14
- the Registered Retirement Savings plan contract number

Business Number (BN)
- **required** 15 alphanumeric
- T4RSP slip, box 61
- Account number of payer or issuer of plan
- must correspond to the "Business Number (BN)" on the related T4RSP Summary record
- enter the account number as used on Form PD7A

Example
Business Number: 000000000RP0000

Note
To process a return, the complete BN is required: 9 digits RP 4 digits.

Contributor spouse or common-law partner indicator
- **required** 1 numeric
- T4RSP slip, box 24
Indicate whether the annuitant's spouse or common law partner has ever contributed to the registered retirement savings plan
- If spouse or common-law partner has never contributed or if you are single, code as **1**
- If spouse or common-law partner has contributed to this plan, code as **2**

Contributor spouse or common-law partner social insurance number (SIN)

- **required** if spouse or common–law partner contribution indicator is 2
- 9 numeric
- T4RSP slip box 36
Store zeroes in the entire field if:
- the spouse or common–law partner contribution indicator is 1
- the spouse or common–law partner SIN is not available
- you are single

Note
Please refer to "Validating Social Insurance Numbers, Trust Account Numbers and Business Numbers", for the formula we use to validate a SIN

Report Type Code
- **required** 1 alpha
- Originals = O
- Amendments = A
- Cancel = C

<T4RSP_AMT>

All of the amounts are 9 numeric. Enter as Dollars and Cents.

Annuity payments
- T4RSP slip, box 16

Refund of premiums
- T4RSP slip, box 18

Refund of excess amounts
- T4RSP slip, box 20

Withdrawal and commutation payments
- T4RSP slip, box 22

Deemed receipt on death
- T4RSP slip, box 34

Deemed receipt on deregistration
- T4RSP slip, box 26

Other Income or Deductions
- T4RSP slip, box 28
If negative amounts are being reported, include the "**–**"indicator **before the dollar amount.**

Tax deducted
- T4RSP slip, box 30

Tax-paid amount
- T4RSP slip, box 40

Lifelong Learning Plan (LLP) withdrawal
- T4RSP slip, box 25

Home Buyers Plan (HBP) Withdraw Amount from RRSP
- T4RSP slip, box 27
- amount withdrawn from an RRSP by an eligible individual participating in the Home Buyer's Plan

Transfers on marriage or common-law relationship breakdown
- T4RSP slip, box 35
- amount directly transferred under a decree, order, or judgement of a court or under a written agreement relating to a division of property between the individual's current or former spouse or common-law partner in settlement of rights arising from the breakdown of the relationship

</T4RSP_AMT>

</T4RSPSlip>

<T4RSPSummary>

Business Number (BN)
- **required** 15 alphanumeric
- account number of payer or issuer of plan
- enter the account number as used on Form PD7A Statement of Account for Current Source Deductions

Example
Business Number: 000000000RP0000

Note
In order to process a return, the complete BN is required: 9 digits **RP** 4 digits.

<PAYR_NM>

Payer name - line 1
- **required** 30 alphanumeric
- the first line of payer or issuer's name
- if "&" is used in the name area enter as &
- must correspond to the name used on Form PD7A

Payer name - line 2
- 30 alphanumeric
- the second line of payer's or issuer's name
- must correspond to the name used on Form PD7A

Payer name - line 3
- 30 alphanumeric
- use for "care of" or "attention"

</PAYR_NM>

<PAYR_ADDR>

Payer address - line 1
- 30 alphanumeric
- the first line of the payer or issuer's address

Payer address - line 2
- 30 alphanumeric
- the second line of the payer or issuer's address

Payer city
- 28 alphanumeric
- the city in which the payer or issuer is located

Payer province or territory code
- 2 alpha
- the Canadian province or territory in which the payer or issuer is located
or
- the state in the USA where the payer or issuer is located
- please use the abbreviations listed in the Magnetic media transmittal WEB page
See Transmitter province or territory code
- when the payer or issuer's country code is neither CAN nor USA, store **ZZ** in this field

Payer country code
- 3 alpha
- the country in which the payer or issuer is located
- please use the alphabetic country codes as outlined in the *International Standard (ISO) 3166 Codes for the Representation of Names of Countries*
- always **CAN** for Canada, and **USA** for the United States of America

Payer postal code
- 10 alphanumeric
- the payer or issuer's Canadian postal code
- format: alpha, numeric, alpha, numeric, alpha, numeric

Example
A9A9A9
or
- payer or issuer's USA zip code
or
- when the payer or issuer's country code is neither CAN nor USA, store the foreign postal code

</PAYR_ADDR>

<CNTC>

Contact name
- **required** 22 alphanumeric
- contact's first name followed by last name for this return
- omit titles such as Mr., Mrs., etc.

Contact area code
- **required** 3 numeric
- area code of telephone number

Contact telephone number
- **required** 3 numeric with a (-), followed by 4 numeric.
- telephone number of the contact

Contact extension
- 4 numeric
- extension of the contact

</CNTC>

Taxation year
- **required** 4 numeric
- the taxation year (e.g., **2005**)

Total number of T4RSP slip records
- **required** 7 numeric
- total number of T4RSP slip records filed with this T4RSP Summary

Report Type Code
- **required** 1 alpha
- Originals = O
- Amendments = A

The total amounts are those reported from the T4RSP slips filed with this T4RSP Summary. The field length is set for each amount at 13 numeric characters. Enter Dollars and Cents.

<T4RSP_TAMT>

Total annuity payments
- accumulated total of annuitants' annuity payments

Total refund of premiums to spouse or common-law partner
- accumulated total of refunds of premiums made to an annuitant's spouse or common-law partner

Total refund of excess amounts
- accumulated total of refunds of excess amounts

Total withdrawal and commutation payments
- accumulated total of amounts withdrawn and/or commuted

Total deemed receipts on deregistration
- accumulated total of amounts deemed to have been received as the result of the deregistration of annuitants' registered retirement savings plans

Total other income or deductions
- accumulated total of amounts paid as other income or deductions
If negative amounts are being reported, include the "**–**"indicator **before the dollar amount.**

Total income tax deducted
- accumulated total of income tax deducted

Total deemed receipt on death
- accumulated total of amounts deemed to have been received by deceased annuitants immediately before their deaths

Total tax paid amount
- accumulated total of tax paid amount

Total Lifelong Learning Plan (LLP) withdrawals
- accumulated total of LLP withdrawals

Total of Home Buyers Plan (HBP) withdraw amounts from RRSP
- accumulated total of Home Buyers Plan withdrawals from Registered Retirement Savings Plan

Total transfers on marriage or common-law relationship breakdown
- accumulated total of transfers on marriage or common-law relationship breakdown

</T4RSP_TAMT>

</T4RSPSummary>

</T4RSP>

</Return>