

## Application for Advance Payments Tax Credit for Home-Support Services for Seniors

You may use this form if you are registered for advance payments of the tax credit for home-support services for seniors, you pay for home-support services and you want to receive advance payments of your tax credit.

The terms in *italics* followed by an asterisk\* are defined immediately after Part 4.

Note that expenses for services rendered can be

- made in a *sporadic or temporary way*\* during the year;
- made in a *continuous or regular way*\* during the year.

You do not need to enclose your invoices, but you must keep them so that you can provide them to Revenu Québec on request.

**Complete a copy of this form for each service supplier.** If more than one person or business (supplier) provides you with home-support services, photocopy this form or obtain another one on our Web site ([www.revenu.gouv.qc.ca](http://www.revenu.gouv.qc.ca)) or by calling one of the following numbers:

Québec area: 418 659-6299

Montréal area: 514 864-6299

Toll-free: 1 800 267-6299

### 1 Claimant information

<p>Last name</p> <div style="border: 1px solid black; padding: 2px;">1</div>	<p>Social insurance number</p> <div style="border: 1px solid black; padding: 2px;">10</div>
<p>First name</p> <div style="border: 1px solid black; padding: 2px;">2</div>	<p>Date of birth</p> <div style="border: 1px solid black; padding: 2px;">11    A    M    J</div>
<p>Apartment      Street number      Street, P.O. box</p> <div style="border: 1px solid black; padding: 2px;">13</div>	<p>Province      Postal code</p> <div style="border: 1px solid black; padding: 2px;">14      15</div>
<p>City, town or municipality</p> <div style="border: 1px solid black; padding: 2px;">14</div>	

### 2 Information about the service or services

#### 2.1 Contact information for the residence, business or person (supplier) that you paid for the service or services

<p>Last name and first name of the person or name of the business</p> <div style="border: 1px solid black; padding: 2px;">16</div>	<p>Area code Telephone</p> <div style="border: 1px solid black; padding: 2px;">17</div>
<p>Apartment      Street number      Street, P.O. box</p> <div style="border: 1px solid black; padding: 2px;">18</div>	<p>Province      Postal code</p> <div style="border: 1px solid black; padding: 2px;">19      20</div>
<p>City, town or municipality</p> <div style="border: 1px solid black; padding: 2px;">19</div>	

#### 2.2 Services rendered by the supplier

25 Check the box or boxes corresponding to the services for which you paid the supplier named in Part 2.1. These services are described in Part 5.

- |   |   |
|---|---|
| <p>1 <input type="checkbox"/> Services related to daily activities</p> <p>2 <input type="checkbox"/> Meal-preparation services</p> <p>3 <input type="checkbox"/> Non-specialized supervision services</p> <p>4 <input type="checkbox"/> Civic support services</p> <p>5 <input type="checkbox"/> Nursing services</p> | <p>6 <input type="checkbox"/> Services related to routine household tasks</p> <p>7 <input type="checkbox"/> Clothing-care services</p> <p>8 <input type="checkbox"/> Minor maintenance work performed outside a dwelling</p> <p>9 <input type="checkbox"/> An everyday necessities supply service</p> <p>10 <input type="checkbox"/> Other services (specify) _____</p> |
|---|---|

Do not use this area.

99  Correspondance

### 3 Information about expenses for services received

If your expenses are made in a *sporadic or temporary way*\* during the year, **complete Part 3.1**.

Examples: home hairstyling, installing or removing a seasonal shelter.

If your expenses are made in a *continuous or regular way*\* throughout the year, **complete Part 3.2**.

Examples: expenses included in rent, housecleaning every two weeks or expenses included in monthly condominium fees.

**Important:** To **change the amount** of an expense for which you have already received an advance payment, you must complete Part 3.2 and check the box on line 39.

#### 3.1 Expenses made in a sporadic or temporary way

30 Amount paid for the service or services on line 25:

31 Date on which the service was paid for:

#### 3.2 Expenses made in a continuous or regular way

35 Amount paid for the service or services indicated on line 25:

36 Frequency of payment:  
1  weekly    2  every two weeks    3  monthly    4  other (specify) \_\_\_\_\_

37 Duration of service    Start-date:

End-date, if applicable:

38 If the amount on line 35 is included in your rent, enter the **monthly** amount of your rent.

39 If you already receive an advance payment for the amount on line 35, do you wish to change that amount?    1  Yes    2  No

### 4 Certification

I certify that the information on this form is, to the best of my knowledge, accurate and complete.

\_\_\_\_\_  
Senior's signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Area code

\_\_\_\_\_  
Telephone

Send this form using the pre-addressed envelope that we sent you. If you do not have the envelope, return the form to one of the following addresses:

- 3800, rue de Marly, Québec (Québec) G1X 4A5
- Complexe Desjardins, C. P. 3000, succursale Desjardins, Montréal (Québec) H5B 1A4

#### Definitions

##### Expenses that are made in a sporadic or temporary way

Expenses that the senior citizen incurs for home-support services that are rendered occasionally and irregularly (for example, snow removal, meal services, housekeeping, attendant care).

##### Expenses that are made in continuous or regular way

Expenses that the senior citizen regularly incurs for home-support services that are provided throughout the year (for example, twice-monthly housekeeping), or for home-support services that are rendered daily, weekly, monthly, etc. (for example, meal services, attendant care in a senior citizens' residence).

## 5 Services that give entitlement to the tax credit

### 5.1 Personal support services

#### Services related to daily activities

Examples:

- dressing
- personal hygiene (bathing, home hairstyling)
- eating and drinking
- mobility in the home

#### Meal-preparation services (not including the cost of food)

Examples:

- assistance in preparing meals
- meal preparation by a non-profit community organization (such as Meals on Wheels)

#### In a senior citizens' residence **only**:

- meal preparation or dining-room services provided by attendants
- meal delivery to an apartment or room from the dining room or cafeteria of the residence
- meal delivery to an apartment or room by a non-profit community organization (such as Meals on Wheels)

#### Non-specialized supervision services

Examples:

- night supervision
- monitoring
- companion sitting

#### Civic support services

Examples:

- accompaniment on outings
- assistance in filling out forms or applying for a tax credit
- budget management

#### Nursing services

Examples:

- care provided by a nurse
- care provided by a nursing assistant

### 5.2 Maintenance or supply services

#### Services related to routine household tasks (not including the cost of cleaning products)

Examples:

- upkeep of living areas (sweeping, dusting or cleaning)
- maintenance of appliances (cleaning an oven or refrigerator)
- cleaning rugs and upholstered furniture (couches, armchairs)
- cleaning air ducts
- chimney sweeping

#### Clothing-care service (not including the cost of cleaning products)

Examples:

- care of clothing, household linens or bedding by a household service worker in the dwelling
- care of clothing, household linens or bedding by a laundry service in a senior citizens' residence
- care of clothing, household linens or bedding by a person or business that supplies a senior citizens' residence with dry cleaning, laundering, ironing or other related services

#### Minor maintenance work performed outside a dwelling (not including the cost of materials, products or any other property)

Examples:

- cleaning the outside of the dwelling, windows or eavestroughs
- pool maintenance
- lawn care, fertilization and mowing
- hedge trimming and plant-bed maintenance
- tree pruning
- raking leaves
- installing and removing seasonal shelters
- snow removal
- garbage removal by a caretaker
- minor maintenance work performed inside a building, if related to a facility, such as a pool, which could have been located outside

#### An everyday necessities supply service

Examples:

- grocery delivery
- delivery of medication