

HST Rebate Calculation for Parishes in the Diocese of London

Revised February 1, 2011

The formula below will assist you in calculating your HST rebates and claim the rebate on form GST284 E (10) (Application for GST/HST Public Service Bodies' Rebate and GST Self-Government Refund) and form GST284 SCH E (Provincial Schedule – GST/HST Public Service Bodies' Rebate).

If you as a parish have a “web access code” you must complete both columns (HST Rebate Calculation & Filing the Return) online.

If you do not have a “web access code” you need only to complete the column on the left, “HST Rebate Calculation.” Fill out and form and email it for the rebate.

HST REBATE CALCULATION

STEP 1:

Determine the amount of HST you have paid or self-assessed. This should be the balance of account 1210-0-00 after July 1, 2010. If you paid HST on purchases and/or services prior to July 1 you need to determine what that amount is and follow the formula below.

STEP 2:

Break down the HST amounts by the provincial (Ontario) and the federal portions.

Example: The amount of HST is determined to be \$564.00. As a charity we are able to claim 50% of the 5% federal portion and, 82% of the 8% provincial portion. The rebate claim will be as follows:

Federal Portion: $564.00 \times 27.59\% = \155.61
This is the amount you will include on form GST 284 SCH E (page 1) on line 305

Provincial Portion: $564.00 \times 72.41\% = \408.39
This is the amount you will include on form GST284 SCH E (page 2) on line 305-ON

STEP 3:

Once you have calculated the rebates to be claim enter the federal claim on line A on form GST284 SCH E (page 1), and enter the provincial claim on line B on the same form. Total lines A and B and enter the total claim on line 409.

Example: line A + line B = $\$155.61 + \$408.39 = \$564.00$. Therefore, enter \$564.00 on line 409

FILING THE RETURN

(Form GST34-2 E- working copy Part 1 & Part 2)

STEP 1:

Determine any self-assessments payable (see account 2005-0-00-000 HST Payable in BV) and enter the amount on line 405 of your working copy (Part 1).

STEP 2:

Enter the amount you are claiming as a rebate on line 111 of your working copy (Part 1).

STEP 3:

Complete the form as needed. Transfer the rebate to be claimed to line 113A and the self-assessment payable to line 113B, net the two figures and enter the net rebate to be claim on line 113C. If a negative figure claim the refund on line 114, if a positive figure enclose your payment and enter amount on line 115.

STEP 4:

Transfer the amounts to Part 2. Lines 111, 405, line 114 or line 115 which ever applies.

If you have trouble completing the form, read the instructions enclosed with your forms.