

# Permit Information Package:

## I.A.T.S.E. Local 210

Motion Picture and Stage Technicians of the  
International Alliance of Theatrical Stage  
Employees, Moving Picture Technicians, Artists and  
Allied Crafts of the United States, its Territories and  
Canada



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# AN INTRODUCTION...

The INTERNATIONAL ALLIANCE OF THEATRICAL STAGE EMPLOYEES, MOVING PICTURE TECHNICIANS, ARTISTS AND ALLIED CRAFTS OF THE UNITED STATES, ITS TERRITORIES AND CANADA has so expanded down through the years that its name has become largely symbolic rather than descriptive of the full scope of its far-flung activities. Gradually, the Stage employees and Movie operators have been joined by a great variety of other craftsperson's in the numerous branches of the entertainment industry, including television, all banding together to achieve the maximum of unified strength.

The organization is best known as the I.A.T.S.E. that often the members speak of it as just the I.A. It can best be described, however, as the union of the people behind the scenes in the manifold media of show business.

The I.A.T.S.E. began in 1893, when show business was confined almost entirely to the stage. During the next twenty years, the Stage Carpenters, Property men and Electricians pioneered a drive for the union recognition in the theatre and finally established their craft as one of the highest paid and most respected in America. Then, beginning in 1908 soon after the birth of the film industry, Projectionists throughout the continent were brought into the I.A. fold. Again a battle for recognition and top-flight wages was fought and won. Later, in the 20's union benefits were extended to the Hollywood studios and finally as soon as commercial television got a start the I.A.T.S.E. took its natural place in this newest field of visual entertainment.

The INTERNATIONAL ALLIANCE OF THEATRICAL STAGE EMPLOYEES, MOVING PICTURE TECHNICIANS, ARTISTS AND ALLIED CRAFTS OF THE UNITED STATES, ITS TERRITORIES AND CANADA is one of the few unions to survive the 1930's depression, and many technological advancements in its many areas of crafts. I.A. has more members worldwide than any other union and it continues to grow in numbers and strength each year.

I.A.T.S.E. LOCAL 210 is the Edmonton Local of the INTERNATIONAL ALLIANCE OF THEATRICAL STAGE EMPLOYEES, MOVING PICTURE TECHNICIANS, ARTISTS AND ALLIED CRAFTS OF THE UNITED STATES, ITS TERRITORIES AND CANADA. In other words we are a labor union that represents the men and women behind the scenes of movies, television shows, rock concerts, stage productions and union shops.

Our local represents many fine craftspeople and technicians in both the film and theatre industries. We have jurisdiction over designated job/craft categories in both stage and film within the geographic confines of northern Alberta. Presently Local 210 maintains a working relationship with the friends of the Jubilee Auditorium Association, Edmonton Northlands, Edmonton Opera, Alberta Ballet, Citadel Theatre, Winspear Concert Hall Foundation, Edmonton Fringe Festival, Edmonton Symphony Orchestra and the Edmonton Trappers.

ALL THOSE WISHING TO APPLY FOR PERMIT STATUS MUST CHOOSE **ONLY THREE** DEPARTMENTS. YOU WILL BE LIMITED TO WORK IN THESE THREE AREAS ONLY. IF YOU WISH TO CHANGE DEPARTMENTS YOU MAY APPLY TO DO SO. THIS DOES NOT GUARANTEE THAT YOU WILL BE ABLE TO SWITCH A DEPARTMENT.

# **DEPARTMENTS FOR FILM**

The departments listed below also reflect the various positions within their department. Each position within a department may require specific experience and/or education.

## **ART**

Production Designer, Art Director, Assistant Art Director, Draftsperson/Set Designer, Graphics/Illustrator, Computer Graphics Coordinator, Computer Graphics Animator (CGI Animator), Computer Graphics Modeller (CGI Modeller), Art Department Coordinator, Trainee.

## **CONSTRUCTION**

Construction Coordinator, Construction Foreman/Head Carpenter, Lead Carpenter, Scenic Carpenter, Construction Buyer, On-Set Standby Carpenter, Journeyman Carpenter, Carpenter, Carpenter's Assistant, Maintenance Person, Sculptor, Model Maker, Lead Metal Fabricator, Scenic Metal Fabricator, Metal Fabricator Helper, Trainee.

## **COSTUME**

Costume Designer, Assistant Costume Designer, Costume Supervisor (Feature Film Only), Set Supervisor, Cutter, Set "Truck" Costumer, Performer's Costumer, Buyer/Shopper, Tailor, First Hand/Senior Stitcher, Milliner, Costume Craftsperson, Dyer/Painter/Breakdown Artist, Costumer, Stitcher, Trainee.

## **EDITORS**

Supervising Editor, Supervising sound Editor, Editor, Sound Effects Editor, Music Editor, Negative Cutter/Conformer, Dialogue Editor, 1<sup>st</sup> Assistant Editor, Assistant Dialogue Editor, Assistant Sound Effects Editor, 2<sup>nd</sup> Assistant Editor, Trainee.

## **FIRST AID/CRAFT SERVICE**

First Aid/Craft Service Technician, First Aid Attendant, Paramedic, EMT-A (12/1 Skills), Craft Service Attendant.

## **GIZMO CONSTRUCTION**

Gizmo Construction Coordinator, Gizmo Foreman, "Scenic" Gizmo Builder, Gizmo Builder's Assistant, Gizmo Shop Laborer.

## **GRIPS**

Key Grips, Leadman/Setup, High-Rigging Grip, 2<sup>nd</sup> Grip, Dolly Operator, Rigging Grip, Grip Crew, Trainee.

## **GREENS**

Head Greens person, Best Person/Lead Person, Greens Person, Greens Helper, Trainee.

## **HAIR**

Hair stylist, 1<sup>st</sup> Assistant Hair stylist, 2<sup>nd</sup> Assistant Hair stylist, Trainee.

## **LIGHTING/ELECTRICS**

Chief Lighting Technician/Gaffer, Rigging Gaffer, High-Rigging Lighting Technician, Assistant Chief Lighting/Best Person, Generator Operator, Set Wireman, Lighting Technician/Lamp Operator, Trainee.

## **MAKE-UP**

Special Make-up Effects Artist, Key Make-up Artist, 1<sup>st</sup> Assistant Make-up Artist, 2<sup>nd</sup> Assistant Make-up Artist, Trainee.

## **PAINTING**

Paint Coordinator, Scenic Artist, Paint Foreman, Lead Painter, Sign Painter, On-Set Standby Painter, Painter, Plasterer, Wallpaper Hanger, Painter Assistant, Trainee.

## **PROPS**

Property Master, Assistant Property Master, Props Buyer, Armour, Props Builder, Props Crew, Trainee.

## **SCRIPT SUPERVISORS**

Script supervisor, Trainee.

## **SECURITY**

Security Coordinator, Security Supervisor, Security Crew/Watchman.

## **SET DECORATING**

Set Decorator, Assistant Set Decorator, Set Buyer, On-Set Dresser, Lead Dresser, Draper/Upholsterer, Set Dresser, Set Dec Crew, Trainee.

## **SOUND**

Mixer (Production & Dubbing), Boom Operator, sound Assistant/Cable person, Public Address Operator, Playback Operator, Sound Maintenance, Trainee.

## **SPECIAL EFFECTS**

Special Effects Coordinator, 1<sup>st</sup> Assistant Special Effects, 2<sup>nd</sup> Assistant Special Effects/Buyer, Special Effects Fabricator, 3<sup>rd</sup> Assistant Special Effects, Trainee.

## **VISUAL EFFECTS/CGI**

Visual Effects Supervisor, Visual Effects Assistant, Trainee.

# **DEPARTMENTS FOR STAGE**

## **AUDIO VISUAL TECH**

Head AudioVisual Tech, Assistant AudioVisual Tech.

## **CARPENTERS (SCENIC)**

Head Scenic Carpenter, Carpenter Crew.

## **ELECTRICIANS**

Head Electrician, Electrician Crew, Follow Spot Operator, Board Operator.

## **FLY/STAGE CARP**

Head Fly Person, Fly Loader, Head Stage Carp, Assistant Stage Carp.

## **MAKE-UP/HAIR/WIGS**

Head Make-up/Hair/Wigs Person, Assistant Make-up/Hair/Wigs Person.

## **PAINT (SCENIC)**

Head Painter, Paint Crew.

## **PROPS**

Head Property Person, Property Crew.

## **SOUND**

Head Sound Person, Sound Crew, Audio Board Operator.

## **RIGGERS**

High Riggers, Ground Riggers (High rigger require harness and fall protection certificate to qualify to rig in certain venues)

## **PYRO**

Special Effects Pyro Technicain, Pyro Technician, Assistant Pyro Technician, Occasional/Theatre Pyro Technician

## **STAGEHAND**

General stagehand/labourer, Box pusher

## **TRUCKLOADER**

Load and unload Trucks, Warehouse personnel unload trucks and be a general hand.

# BECOMING A “PERMITEE”...

Is the first step towards advancement to member status in the I.A.T.S.E. Local 210 Union. Permits are dispatched for work when a union member cannot fill a position. Permit status does not guarantee receiving a call for work.

As of January 1, 2001, the membership of I.A.T.S.E. Local 210 adopted a new policy relative to reviewing resumes from individuals seeking membership and /or inclusion of the union work permit roster:

**POLICY: “Any individual wishing his/her resume to be processed must submit a \$25.00 non-refundable processing fee to accompany the application package.”**

The film, television and theatrical stage industries are very demanding in the technical areas over which the I.A.T.S.E. has jurisdiction. When the Union supplies personnel to facilitate safe and proficient productions and organization must be able to stand behind each worker, confident that he/she is an experienced, trained, competent, and talented professional. To that end you are advised to consider the following criteria when deciding to pursue your resume submission. The processing fee only guarantees that your resume will be reviewed within the following six months, nothing further. Permit status will be determined based on the following:

1. Professional training in a specific craft or technical skill.
2. On the job experience.
3. Demonstrated talent in a specific craft or skill area.
4. Understanding of the entertainment industry workplace/environment.
5. Honesty, good character, and professionalism.

If after careful consideration, you wish to apply for Permit status with I.A.T.S.E. Local 210 you are asked to remit the following:

1. Resume Processing Fee \$25.00 payable to I.A.T.S.E. Local 210 by cheque, money order, or cash only.
2. Completed “Application for Permit Status” form – attached.
3. Current resume with references.
4. Copy of your Set Etiquette & Protocol Course Card
5. Any applicable criteria required by the department you are applying. (Ex. License and certificate for Hair).
6. Please go to the Canada Customs and Revenue Agency web site and download the Federal TD1 Personal Tax credits Return and the Alberta Personal Tax Credits return. These completed forms must accompany your application.  
[www.cra-arc.bc.ca/formspubs/forms/td1-e.html](http://www.cra-arc.bc.ca/formspubs/forms/td1-e.html)

Should you submit an application with incomplete information or without possessing the necessary qualifications, please be aware that the application will not be accepted and that the processing fee is non-refundable.

Applications can take up to 3 to 6 months to process. You will be notified as soon as your application has been reviewed. Please do not telephone and inquire as to the status of you application.

Should you be approved, you will be granted Permit status until such time as you may be considered for membership. Permit status may be revoked at anytime.

# **PERMIT INFORMATION SHEET**

As a permit holder of I.A.T.S.E. Local 210 you are required to follow the rules listed below and in the “Working Rules and By-Laws” manual. Your permit status **does not** guarantee employment and may be revoked at any time.

- Update your resume on a regular basis, preferably after work has been done on a production.
  - Leave your availability if going to be absent or not available for work at the office 423-1863 and leave a message.
  - To find out what is paying on Friday call the hotline at 423-2100 not the office.
  - Notify the union in writing of any change of address or telephone numbers. Changes of address forms are available at the office.
  - Wear safety footwear at all calls. No sandals or open toed shoes.
  - Follow all smoking regulations within any film or stage venue.
  - I.A.T.S.E. Local 210 has a **ZERO TOLERANCE POLICY** on drugs and alcohol.
  - Bring appropriate tools to all stage calls and applicable film calls. If unsure confirm at the time you accept the call for work. (Hard-hats are required at all Skyreach calls and this is your responsibility)
  - Arrive prior to the start time given by the union. (Late penalty fees will apply)
  - Provide the union dispatch with at least 24 hours notice for cancellations. (Penalty fees will apply)
  - Never leave a call without notifying your department head or shop Steward.
  - Fines are applicable: Late \$25.00 and no show or short notice \$100.00 or possible expulsion from roster.
  - Bring evaluation forms and copy of hours to the union office regularly to be put in your file. **No copy of hours with signature- no credit for work.**
  - Please note you will be charged a \$25.00 permit fee in any month that you work 8 hours or more on an I.A.T.S.E. local 210 call.
  - Also you will be charged a union assessment of 3.5 % (film) or 3 % (stage) on all gross wages.
- Information you should know or ask when called for work:

1. Where am I going?
2. What department am I working for?
3. Who do I report to?
4. Who is my supervisor?
5. What is their title?
6. What special tools or materials do I need to bring?
7. What will the conditions be like on location?
8. What is my start time?
9. When am I likely to be done?
10. Is there a number to call if I have any problems?

# ***MOTION PICTURE AND STAGE TECHNICIANS LOCAL 210***

**OF THE INTERNATIONAL ALLIANCE OF THEATRICAL STAGE EMPLOYEES,  
MOVING PICTURE TECHNICIANS, ARTISTS AND ALLIED CRAFTS OF THE  
UNITED STATES, ITS TERRITORIES AND CANADA.**

## **APPLICATION FOR PERMIT STATUS**

NAME: \_\_\_\_\_

1<sup>ST</sup> DEPARTMENT \_\_\_\_\_ 2<sup>ND</sup> DEPARTMENT \_\_\_\_\_

The department(s) applied for will decide based on the information provided which position(s) is/are best for you to be listed.

3<sup>RD</sup> DEPARTMENT \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ PROVINCE: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

PHONE # 1: \_\_\_\_\_ PHONE # 2: \_\_\_\_\_ PHONE # 3: \_\_\_\_\_

DATE OF BIRTH (M/D/Y) \_\_\_\_\_ S.I.N.: \_\_\_\_\_

HAVE YOU PREVIOUSLY APPLIED TO I.A.T.S.E. LOCAL 210? _____ IF YES, GIVE DATE: _____ IF YOU HAVE PREVIOUSLY APPLIED, HIGHLIGHT THE ADDITIONAL WORK EXPERIENCE GAINED SINCE YOU LAST APPLIED, ON BOTH YOUR RESUME AND THIS APPLICATION FORM.
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**FILM, STAGE AND THEATRE EXPERIENCE ONLY:**  
(LIST MOST RECENT EXPERIENCE FIRST)

1. PRODUCTION COMPANY: \_\_\_\_\_ POSITION HELD: \_\_\_\_\_

PRODUCTION TITLE: \_\_\_\_\_ DEPARTMENT: \_\_\_\_\_

EXACT DURATION OF POSITION: \_\_\_\_\_ REASON FOR LEAVING: \_\_\_\_\_

2. PRODUCTION COMPANY: \_\_\_\_\_ POSITION HELD: \_\_\_\_\_

PRODUCTION TITLE: \_\_\_\_\_ DEPARTMENT: \_\_\_\_\_

EXACT DURATION OF POSITION: \_\_\_\_\_ REASON FOR LEAVING: \_\_\_\_\_

3. PRODUCTION COMPANY: \_\_\_\_\_ POSITION HELD: \_\_\_\_\_



PRODUCTION TITLE: \_\_\_\_\_ DEPARTMENT: \_\_\_\_\_

EXACT DURATION OF POSITION: \_\_\_\_\_ REASON FOR LEAVING: \_\_\_\_\_

RELATED EXPERIENCE (Special skills, etc.):

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EDUCATION (Specialized training, Degrees, Certificates, etc.):

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LIST OTHER UNION AND GUILD AFFILIATIONS IN FULL:

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GIVE NAMES AND ADDRESSES OF TWO PEOPLE, NOT RELATIVES WHO CAN VOUCH FOR YOUR HONESTY, CHARACTER, AND PROFESSIONAL DEMEANOR WITH SIMILAR INDUSTRY KNOWLEDGE AND/OR EXPERIENCE:

NAME	ADDRESS	PHONE
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_____	_____	_____
_____	_____	_____

It is the responsibility of the permit to forward to the Local 210 office documented proof of days worked as an I.A.T.S.E. Local 210 Permit (i.e. Copies of evaluation forms, hours booklets and/or copies of pay cheque stubs and/or separation slips). Be advised that I.A.T.S.E. Local 210 reserve the right to revoke permit status at anytime.

I declare that the information contained herein is accurate to the best of my knowledge and acknowledge that any misrepresentation in completing this form is liable to jeopardize my permit status.

APPLICANT'S SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**APPLICATIONS MUST INCLUDE: PROCESSING FEE, APPLICATION FORM, RESUME, TD1 FORM, COPY OF SET ETIQUETTE & PROTOCOL COURSE AND DOCUMENTS SPECIFIC TO THE DEPARTMENT(S) CRITERIA APPLYING.**  
**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED!**

# **ATTENTION**

## **ALL APPLICANTS OF I.A.T.S.E. LOCAL 210**

I.A.T.S.E. Local 210 has adopted the requirement of obtaining the Set Etiquette & Protocol Course. For information and available dates on this course, contact **GRANT MACEWAN COLLEGE at 497-4301**. This course is mandatory in order to apply for permit status in the Film area of I.A.T.S.E. Local 210.

The course must be taken before your permit application can be accepted, regardless of experience within the industry.

***\*\*The Set Etiquette & Protocol course must be taken before the union will accept your application for the FILM area.\*\****

**\*\*This course in not mandatory for the STAGE area, although it is recommended.\*\***

**\*\* Please note there is a written test requirement to be eligible for the Make-up department.\*\***



## 2006 ALBERTA PERSONAL TAX CREDITS RETURN

TD1AB

## Do you have to complete this form?

Complete this form if you have not previously given an Alberta TD1 form to your employer or payer, or if there has been a change in your entitlement to personal tax credits, and you are an employee working in Alberta or a pensioner residing in Alberta.

If you complete this form, base it on the best estimate of your circumstances, be sure to sign and date it on the back page, and give it to your employer or payer. Your employer or payer will use both this form and your most recent federal TD1 form to determine the amount of your tax deductions.

Last name	First name and initial(s)	Date of birth (YYYY/MM/DD)	Employee number
Address including postal code		For non-residents only – Country of permanent residence	Social insurance number 

**1. Basic personal amount** – Every person employed in Alberta and every pensioner residing in Alberta can claim this amount. If you will have more than one employer or payer at the same time in 2006, see the section called "Income from other employers or payers" on the back page.

**14,799**

**2. Age amount** – If you will be 65 or older on December 31, 2006, and your net income from all sources will be \$30,907 or less, enter \$4,152. If your net income will be between \$30,907 and \$58,587 and you want to calculate a partial claim, get the *Worksheet for the 2006 Alberta Personal Tax Credits Return* (TD1AB-WS) and complete the appropriate section.

**3. Pension income amount** – If you will receive regular pension payments from a pension plan or fund (excluding Canada Pension Plan, Quebec Pension Plan, Old Age Security, or Guaranteed Income Supplement payments), enter \$1,147 or your estimated annual pension income, whichever is less.

**4. Tuition and education amounts (full time and part time)** – If you are a student enrolled at a university, college, or educational institution certified by Human Resources and Skills Development Canada, and you will pay more than \$100 per institution in tuition fees, complete this section. If you are enrolled full time, or if you have a mental or physical disability and are enrolled part time, enter the total of the tuition fees you will pay, plus \$459 for each month that you will be enrolled. If you are enrolled part time and do not have a mental or physical disability, enter the total of the tuition fees you will pay, plus \$138 for each month that you will be enrolled part time.

**5. Disability amount** – If you will claim the disability amount on your income tax return by using Form T2201, *Disability Tax Credit Certificate*, enter \$6,883.

**6. Spouse or common-law partner amount** – If you are supporting your spouse or common-law partner who lives with you, and whose net income for the year will be less than \$14,799, enter the difference between \$14,799 and his or her estimated net income. If your spouse's or common-law partner's net income for the year will be \$14,799 or more, you cannot claim this amount.

**7. Amount for an eligible dependant** – If you do not have a spouse or common-law partner and you support a dependent relative who lives with you, and whose net income for the year will be less than \$14,799, enter the difference between \$14,799 and his or her estimated net income. If your eligible dependant's net income for the year will be \$14,799 or more, you cannot claim this amount.

**8. Caregiver amount** – If you are taking care of a dependant who lives with you, whose net income for the year will be \$13,713 or less, and who is either your or your spouse's or common-law partner's:  
• parent or grandparent (aged 65 or older), or  
• relative (aged 18 or older) who is dependent on you because of an infirmity,  
enter \$4,015. If the dependant's net income for the year will be between \$13,713 and \$17,728 and you want to calculate a partial claim, get the *Worksheet for the 2006 Alberta Personal Tax Credits Return* (TD1AB-WS) and complete the appropriate section.

**9. Amount for infirm dependants age 18 or older** – If you are supporting an infirm dependant aged 18 or older who is your or your spouse's or common-law partner's relative, who lives in Canada, and whose net income for the year will be \$5,697 or less, enter \$4,015. You cannot claim an amount for a dependant you claimed on line 8. If the dependant's net income for the year will be between \$5,697 and \$9,712 and you want to calculate a partial claim, get the *Worksheet for the 2006 Alberta Personal Tax Credits Return* (TD1AB-WS) and complete the appropriate section.

**10. Amounts transferred from your spouse or common-law partner** – If your spouse or common-law partner will not use all of his or her age amount, pension income amount, tuition and education amounts, or disability amount on his or her income tax return, enter the unused amount.

**11. Amounts transferred from a dependant** – If your dependant will not use all of his or her disability amount on his or her income tax return, enter the unused amount. If your or your spouse or common-law partner's dependent child or grandchild will not use all of his or her tuition and education amounts on his or her income tax return, enter the unused amount.

**12. TOTAL CLAIM AMOUNT** – Add lines 1 through line 11. Your employer or payer will use your claim amount to determine the amount of your provincial tax deductions.

Form continues on the back →

TD1AB E (06)

(Vous pouvez obtenir ce formulaire en français à [www.arc.gc.ca/formulaires](http://www.arc.gc.ca/formulaires) ou au 1 800 959-3376.)

Canada

**Forms and publications**

You can get forms and publications on our Web site at [www.cra.gc.ca/forms](http://www.cra.gc.ca/forms) or by calling 1-800-959-2221.

**Why is there a TD1AB form?**

Your employer or payer uses the personal tax credit amounts you claim on your TD1AB form to calculate how much provincial tax to deduct from each payment.

**Total income less than total claim amount**

Will your total income for the year from all employers and payers be less than your total claim amount on line 12? Yes ☐ No ☐  
If yes, your employer or payer will not deduct tax from your earnings.

**Addition or reduction to tax deductions**

If you wish to have **more tax deducted**, complete the section called "Additional tax to be deducted" on the federal TD1 form.

You can ask to have **less tax deducted** if on your income tax return you are eligible for deductions or non-refundable tax credits that are not listed on this form. To make this request, complete Form T1213, *Request To Reduce Tax Deductions At Source*, to get a letter of authority from your tax services office. Give the letter of authority to your employer or payer. You do not need a letter of authority if your employer deducts Registered Retirement Savings Plan (RRSP) contributions from your salary.

**Income from other employers or payers**

If you have more than one employer or payer at the same time and you have already claimed personal tax credit amounts on another Form TD1AB for 2006, you can choose not to claim them again. By doing this, you may not have to pay as much tax when you file your income tax return. To choose this option, enter "0" on line 12 on the front page and do not complete lines 2 to 11.

**Certification**

I certify that the information given in this return is, to the best of my knowledge, correct and complete.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**It is a serious offence to make a false return.**



Complete this TD1 form if you have a new employer or payer and you will receive salary, wages, commissions, pensions, Employment Insurance benefits, or any other remuneration, or if you wish to increase the amount of tax deducted at source. Be sure to sign and date it on the back page and give it to your employer or payer, who will use it to determine the amount of your tax deductions.

If you do not complete a TD1 form, your new employer or payer will deduct taxes after allowing the basic personal amount only.

Complete this form based on the best estimate of your circumstances. You do not have to complete a new TD1 form every year, unless there is a change in your entitlement to personal tax credits.

You can get the forms and publications mentioned on this form from our Web site at [www.cra.gc.ca/forms](http://www.cra.gc.ca/forms) or by calling 1-800-959-2221.

Last name	First name and initial(s)	Date of birth (YYYY/MM/DD)	Employee number
Address including postal code		For non-residents only – Country of permanent residence	Social insurance number 

**1. Basic personal amount** – Every resident of Canada can claim this amount. If you will have (or think you will have) more than one employer or payer at the same time in 2006, see the section called "Income from other employers or payers" on the back page. If you are a non-resident, see the section called "Non-residents" on the back page.

**9,039**

**2. Age amount** – If you will be 65 or older on December 31, 2006, and your net income from all sources will be \$30,270 or less, enter \$4,066. If your net income will be between \$30,270 and \$57,377 and you want to calculate a partial claim, get the *Worksheet for the 2006 Personal Tax Credits Return* (TD1-VS) and complete the appropriate section.

**3. Pension income amount** – If you will receive regular pension payments from a pension plan or fund (excluding Canada Pension Plan, Quebec Pension Plan, Old Age Security, or Guaranteed Income Supplement payments), enter \$1,000 or your estimated annual pension income, whichever is less.

**4. Tuition and education amounts (full time and part time)** – If you are a student enrolled at a university, college, or educational institution certified by Human Resources and Skills Development Canada, and you will pay more than \$100 per institution in tuition fees, complete this section. If you are enrolled full time, or if you have a mental or physical disability and are enrolled part time, enter the total of the tuition fees you will pay, plus \$400 for each month that you will be enrolled. If you are enrolled part time and do not have a mental or physical disability, enter the total of the tuition fees you will pay, plus \$120 for each month that you will be enrolled part time.

**5. Disability amount** – If you will claim the disability amount on your income tax return by using Form T2201, *Disability Tax Credit Certificate*, enter \$6,741.

**6. Spouse or common-law partner amount** – If you are supporting your spouse or common-law partner who lives with you, and whose net income for the year will be \$768 or less, enter \$7,675. If his or her net income for the year will be between \$768 and \$8,443 and you want to calculate a partial claim, get the *Worksheet for the 2006 Personal Tax Credits Return* (TD1-VS) and complete the appropriate section.

**7. Amount for an eligible dependant** – If you do not have a spouse or common-law partner and you support a dependent relative who lives with you, and whose net income for the year will be \$768 or less, enter \$7,675. If his or her net income for the year will be between \$768 and \$8,443 and you want to calculate a partial claim, get the *Worksheet for the 2006 Personal Tax Credits Return* (TD1-VS) and complete the appropriate section.

**8. Caregiver amount** – If you are taking care of a dependant who lives with you, whose net income for the year will be \$13,430 or less, and who is either your or your spouse's or common-law partner's:

- parent or grandparent (aged 65 or older), or
  - relative (aged 18 or older) who is dependent on you because of an infirmity,
- enter \$3,933. If the dependant's net income for the year will be between \$13,430 and \$17,363 and you want to calculate a partial claim, get the *Worksheet for the 2006 Personal Tax Credits Return* (TD1-VS) and complete the appropriate section.

**9. Amount for infirm dependants age 18 or older** – If you are supporting an infirm dependant aged 18 or older who is your or your spouse's or common-law partner's relative, who lives in Canada, and whose net income for the year will be \$5,580 or less, enter \$3,933. You cannot claim an amount for a dependant you claimed on line 8. If the dependant's net income for the year will be between \$5,580 and \$9,513 and you want to calculate a partial claim, get the *Worksheet for the 2006 Personal Tax Credits Return* (TD1-VS) and complete the appropriate section.

**10. Amounts transferred from your spouse or common-law partner** – If your spouse or common-law partner will not use all of his or her age amount, pension income amount, tuition and education amounts, or disability amount on his or her income tax return, enter the unused amount.

**11. Amounts transferred from a dependant** – If your dependant will not use all of his or her disability amount on his or her income tax return, enter the unused amount. If your or your spouse or common-law partner's dependent child or grandchild will not use all of his or her tuition and education amounts on his or her income tax return, enter the unused amount.

**12. TOTAL CLAIM AMOUNT** – Add lines 1 through line 11. Your employer or payer will use this amount to determine the amount of your tax deductions.

Form continues on the back →

**Deduction for living in a prescribed zone**

If you live in the Northwest Territories, Nunavut, Yukon, or another prescribed northern zone for more than six months in a row beginning or ending in 2006, you can claim:

- \$7.50 for each day that you live in the prescribed northern zone, or
- \$15 for each day that you live in the prescribed northern zone if, during that time, you live in a dwelling that you maintain, and you are the only person living in that dwelling who is claiming this deduction.

\$ \_\_\_\_\_

Employees living in a prescribed intermediate zone can claim 50% of the total of the above amounts.

For more information, get Form T2222, *Northern Residents Deductions*, and the publication (T4039) *Northern Residents Deductions – Places in Prescribed Zones*.

**Total income less than total claim amount**

Will your total income for the year from all employers and payers be less than your total claim amount on line 12? Yes ☐ No ☐

If yes, your employer or payer will not deduct tax from your earnings.

**Additional tax to be deducted**

You may want to have more tax deducted from each payment, especially if you receive other income, including non-employment income such as CPP or QPP benefits, or Old Age Security pension. By doing this, you may not have to pay as much tax when you file your income tax return.

To choose this option, state the amount of additional tax you want to have deducted from each payment. To change this deduction later, you will have to complete a new TD1 form, *Personal Tax Credits Return*.

\$ \_\_\_\_\_

**Reduction in tax deductions**

You can ask to have less tax deducted if on your income tax return you are eligible for deductions or non-refundable tax credits that are not listed on this form (for example, periodic contributions to a Registered Retirement Savings Plan (RRSP), child care or employment expenses, and charitable donations). To make this request, complete Form T1213, *Request to Reduce Tax Deductions at Source*, to get a letter of authority from your tax services office.

Give the letter of authority to your employer or payer. You do not need a letter of authority if your employer deducts RRSP contributions from your salary.

**Non-residents**

If you are a non-resident of Canada, tick this box and answer the question below. If you are unsure of your residency status, call the International Tax Services Office at 1-800-267-5177.

Non-resident ☐

Will you include 90% or more of your world income when determining your taxable income earned in Canada in 2006? If yes, complete the front page. If no, enter "0" on line 12 on the front page and do not complete lines 2 to 11 as you are not entitled to the personal tax credits.

Yes ☐No ☐**Income from other employers or payers**

If you have more than one employer or payer at the same time and you have already claimed personal tax credit amounts on another TD1 form for 2006, you can choose not to claim them again. By doing this, you may not have to pay as much tax when you file your income tax return. To choose this option, enter "0" on line 12 on the front page and do not complete lines 2 to 11.

**Certification**

I certify that the information given in this return is, to the best of my knowledge, correct and complete.

Signature \_\_\_\_\_

Date \_\_\_\_\_

**It is a serious offence to make a false return.**

**Provincial or territorial personal tax credits return**

In addition to this federal personal tax credits return, you may have to complete a provincial or territorial personal tax credits return.

If your claim amount on line 12 on the front page is more than \$9,039, complete a provincial or territorial TD1 form in addition to this form. If you are an employee, use the TD1 form for your province or territory of employment. If you are a pensioner, use the TD1 form for your province or territory of residence. Your employer or payer will use both this form and your most recent provincial or territorial TD1 form to determine your tax deductions.

If you are claiming the basic personal amount only (your claim amount on line 12 on the front page is \$9,039), do not complete a provincial or territorial TD1 form. Your employer or payer will deduct provincial or territorial taxes after allowing the provincial or territorial basic personal amount.

**Note:** If you are a Saskatchewan resident supporting children under 18 at any time during 2006, you may be entitled to claim the child amount on the 2006 *Saskatchewan Personal Tax Credits Return* (TD1SK). Therefore, you may want to complete the TD1SK form even if you are claiming the basic personal amount only on the front page of this form (your claim amount on line 12 is \$9,039).

If you entered "0" on line 12 on the front page because you are a non-resident and you will not include 90% or more of your world income when determining your taxable income earned in Canada in 2006, do not complete a provincial or territorial TD1 form. You are not entitled to the provincial or territorial personal tax credits.