

Canada Revenue Agency

Presents

GST/HST Information & Small Business Information Seminar

Thomas McGibbon from Canada Revenue Agency presents a *free* seminar for small business owners giving you the chance to answer all your questions regarding GST and HST. He will cover everything from how to keep books and records; to the different types of income you should be reporting, filing requirements, and which expenses to claim.

Session 1 – Small Business Seminar

- GST/HST as a value added tax
- Your rights and responsibilities
- What is Exempt, Zero-rated, Taxable
- Reporting GST/HST
- Input Tax Credits
- Calculation of you net tax
- Making payments and Filing your Return

Session 2- GST/HST for New Registrants Information Seminar Centre

- How to keep books and records
- Types of income to report and expenses to claim
- Filing requirements
- Rights and obligations

The seminars will be held on

Tuesday, September 27th, 2011 from 9:00 am to 11:30 am

Wednesday, September 28th, 2011 from 9:00 am to 11:30 am

6th Floor Board Room @ City Hall

City of North Bay

To register please call The Business Centre at 705.474.0626 ext. 2528

or email tbc@cityofnorthbay.ca