

****** UPDATED ******

To My Valued Clients,

The COVID-19 pandemic has created many challenges for all of us. The safety and well being of my clients and staff are my top priority at E. Factor, Chartered Professional Accountant.

I have ceased all operations at my Yaletown office in order to control the spread of the COVID-19 virus. Although I will discourage face to face meetings at my home office in Delta, I will adhere to the Provincial Health Office recommendations in terms of COVID protocols if meetings are necessary. I am highly encouraging online submission/exchange of documents via my secure portal or email or regular mail.

As of today, unlike in 2020 when the CRA extended the filing deadline for 2019 personal tax returns to midnight May 31st, CRA has not extended the filing deadline for 2020 personal tax returns. As such, I do suggest sending your information to me ASAP, as I will be processing on a first come first serve basis. For those that have already sent me all their documents, I will be starting the processing in early March to ensure that you have obtained most/all your tax slips before you submit them to me. However, if you are sure you have all your information, then by all means submit them to me anytime and I will process them accordingly. Please know that due to the expected sheer volume of submissions, processing may take up to 2 weeks at times.

If you have not already set up your portal, please contact me via email at ef@efactorcpa.com for further details on how to setup your portal accordingly. This will allow us to exchange documents securely and allow you to sign approvals online as my portal comes with DocuSign capabilities for documents I send through it.

Remember, that you have to pay any amounts to CRA before April 30th and the filing deadline to meet of midnight April 30th.

For my business clients, your normal filing and payment deadlines have not been extended. Penalties and interest will be charged on late filings and payments. With the personal tax filings becoming a priority, I would also suggest sending me all necessary documents ASAP, so that I can place your company into the “to be Processed” priority lineup accordingly.

With the ever changing Federal and Provincial Emergency Response Plans, it is tough to keep track of what funds/relief is available to you. I am available for advisory on this on an appointment only basis due to the current tax filing season. Please feel free to email me to book a telephone/Zoom phone call. In the meantime, I have surfed the internet to find a site that best summarizes all Federal and Provincial relief updated daily. The best site I found was forwarded to me by a client. It is an MLA’s site and I thank her for creating such a site and thank my client for sending me the link. Here it is:

<http://bowinnmamla.ca/covid19/supports/>

I wish everyone to be healthy through this pandemic. Stay safe and be vigilant.

Take care and thank you for trusting in my services.

E. FACTOR

Chartered Professional Accountant

Emmanuel Factor

Emmanuel Factor, CPA, CGA