

**Eligible Educator School Supply Tax Credit  
Employer Certification of Expenses Request Form**

Please print. Teachers should complete one form for each school at which they teach in a given calendar year. (For details on this tax credit, please visit the Canada Revenue Agency's website at <http://www.cra-arc.gc.ca/nwsrm/txtps/2016/tt160906-eng.html> or consult with your personal income tax advisor.) **Determinations as to the eligibility of expenses claimed are ultimately made by the Canada Revenue Agency (CRA) and, notwithstanding certification of expenses, the Employer does not guarantee the acceptance by CRA of any expense(s) claimed.**

Year: \_\_\_\_\_ Teacher Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

School: \_\_\_\_\_ Principal/SEO Name: \_\_\_\_\_

All receipts must be attached

Record of Expenses			
Date Purchased (DD/MM/YY)	Supplier	Description of Items	Cost
TOTAL			-

The maximum eligible expense claim is \$1,000 worth of supplies per calendar year for all forms combined.

We certify that the above supplies were purchased for teaching and facilitating learning, to be directly used or consumed in a school operated by the Newfoundland and Labrador English School District in the performance of the teacher's duties of employment. The cost of the supplies was not reimbursed by or subject to an allowance or other form of assistance from students, parents, guardians, the school or school district..

\_\_\_\_\_  
Teacher's Signature

\_\_\_\_\_  
Principal's/SEO's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date