

## Election or Revocation of an Election Respecting a GST/HST and QST Fiscal Year

Complete this form if you are a GST/HST and QST registrant and you want to elect to change your GST/HST and QST fiscal year so that it no longer corresponds to your taxation year. You can also use this form to revoke a previous election.

Registered individuals and trusts that operate a business or are members of a partnership that operates a business can elect to have their fiscal year correspond to their businesses' fiscal period for income tax purposes. In all other cases, they can elect to have their fiscal year correspond to the calendar year.

To make an election, complete parts 1, 2 and 4. To revoke an election, complete parts 1, 3 and 4.

You must file this form no later than the effective date of the election or the revocation of the election. Send the duly completed form to one of the following Revenu Québec offices:

3800, rue de Marly Québec (Québec) G1X 4A5  
C. P. 3000, succursale Place-Desjardins Montréal (Québec) H5B 1A4

For more information, see page 2 of this form or visit [revenuquebec.ca](http://revenuquebec.ca).

### 1 Identification of the registrant

GST/HST account number **R T** Québec enterprise number (NEQ) Identification number (if applicable) File **T Q**

|  |                   |                     |             |
|--|-------------------|---------------------|-------------|
| Name   |                   |                     |             |
| Commercial name (if different from name above) |                   |                     |             |
| Address  |                   |                     | Postal code |
| Contact person                                 | Title or position | Area code Telephone | Extension   |

### 2 Election

Check a box below to elect a fiscal year for the purposes of the GST/HST and the QST.

Fiscal year corresponding to the calendar year, that is, a year ending on December 31  
The election takes effect on the first day of the following calendar year: **0 1 0 1**

Fiscal year corresponding to the fiscal period (for income tax purposes) of a business operated by the registrant or by a partnership of which the registrant is a member  
The election takes effect on the first day of the fiscal period and remains in effect until it is revoked.

Fiscal period covered by the election: from  to  Effective date of the election:

### 3 Revocation of an election

Check this box if you elected (in Part 2) to have your fiscal year be different from your taxation year for GST/HST and QST purposes and you want to revoke your election.  I revoke the previous election.

Effective date of the revocation:

The revocation is effective on the first day of your new fiscal year (which will now correspond to your taxation year), provided the election has been effective at least one year.

### 4 Certification

I certify that the information given on this form is accurate and complete and that I am the registrant or a person authorized to sign on the registrant's behalf.

\_\_\_\_\_  
First and last names of registrant or authorized person

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title or position

\_\_\_\_\_  
Date

Personal information with respect to the GST/HST is collected under the *Excise Tax Act* to administer tax, rebates, and elections. It may also be used for any purpose related to the administration or enforcement of the Act such as audit, compliance and the payment of debts owed to the Crown. It may be shared or verified with other federal, provincial/territorial government institutions to the extent authorized by law. Failure to provide this information may result in interest payable, penalties or other actions. Under the *Privacy Act*, individuals have the right to access their personal information and request correction if there are errors or omissions. Refer to Info Source at [canada.ca/cra-info-source](http://canada.ca/cra-info-source), Personal Information Bank CRA PPU 241.



## Information

### Effect of election

Generally speaking, a GST/HST and QST registrant's fiscal year corresponds to its taxation year for income tax purposes. However, a registrant can elect to have its GST/HST and QST fiscal year differ from its taxation year; if its taxation year differs from the calendar year, the registrant can elect to have its fiscal year correspond to the calendar year.

### Note

If a fiscal year that does not correspond to the calendar year was entered incorrectly when registering for the GST/HST and the QST, do not use this form to correct the error—contact Revenu Québec instead.

### Election of a fiscal year by an individual or trust

Individuals and trusts that operate a business can elect to have a GST/HST and QST fiscal year that differs from the calendar year if the business's fiscal period for income tax purposes differs from the calendar year.

In addition, if an individual or trust is a member of a partnership operating a business that has a non-calendar fiscal year, the individual or trust can elect to have the business's GST/HST and QST fiscal year correspond to the partnership's fiscal period for income tax purposes.

### Election of a fiscal year by a corporation or partnership

A corporation or partnership can elect to have its GST/HST and QST fiscal year correspond to its taxation year or the calendar year.

A newly registered corporation or partnership is not required to elect to have its GST/HST and QST fiscal year correspond to its taxation year. However, if it elects to have them differ, it must use this form to elect to have its GST/HST and QST fiscal year correspond to the calendar year.

### Example

A partnership's taxation year is June 1 to May 31. The partnership can elect, for GST/HST and QST purposes, to have a fiscal year that corresponds to the calendar year (that is, January 1 to December 31).

### Duration of the election

The election made with this form will remain in effect until it is revoked. However, the election must remain in effect for at least one year.

### Revoking the election

You can revoke an election respecting a GST/HST and QST fiscal year. If you do, your fiscal year will correspond to your taxation year. The revocation will take effect on the first day of the new fiscal year, provided that day falls more than one year after the effective date of the election.

### Example

An individual who operates a business elects to have a GST/HST and QST fiscal year correspond to his or her business's fiscal period, which starts on August 10, 2016. This means that he or she cannot revoke that election before January 1, 2018.

