

Did You Know?

Legally your employer needs to provide you with your T4 slips on or before the last day of February following the calendar year to which the slips apply.

***So, you should receive your 2018 T4 on or before
Thursday, February 28, 2019.***

This year, for employees of the Saskatchewan Health Authority (SHA), the Employer is providing copies of T4s in electronic format through Gateway Online and will not be automatically sending out paper copies.

If you are expecting a 2018 T4 from the SHA and do not want to or cannot use the gateway online system, you can request a paper copy from your manager.

Make your request in writing and date it (the Employer may have a form for this) and then give it to your manager.

After receiving a request, the Employer must ensure that it provides two copies of the T4 slip, in paper format, to the employee in person or by mail.

For more information on T4s visit: <https://www.canada.ca/en/revenue-agency/services/tax/businesses/topics/payroll/completing-filing-information-returns/t4-information-employers/t4-slip/distribute-your-t4-slips.html>

If you have questions related to this topic or your collective agreement, contact your Member Resource Centre (MRC) at 1-888-999-7348 ext. 2298.

