



H&R BLOCK

FORGOT A SLIP? YOU CAN UPDATE YOUR TAX RETURN

Missing slips can come back to haunt you so claim them in the right tax year

- **Report all of your income:** A repeated failure to report income within a four-year period will result in an automatic penalty, even if it was an honest mistake and does not make any difference to your tax payable.
- **File an adjustment:** If you miss something on your return, you can go back 10 years to request an adjustment under the Taxpayer Relief Provisions. But you can only paper file an adjustment form.
- **Voluntary Disclosure:** The Voluntary Disclosure Program allows you to disclose previously unreported income without being subject to penalties. They will only waive interest under the VDP if it is more than three years old.
- **Keep your paperwork:** If you sent in supporting documentation with your adjustment, you should keep a copy for yourself, just in case something goes missing.
- **Be patient:** Adjustments for last year's tax return can take three to six months to process. Adjustments under the Taxpayer Relief Provisions can take up to a year to process.