

- Hire a good Accountant
- Hire a good Bookkeeper
- Hire a good Lawyer
- File your GST on a timely basis
- File your PST on a timely basis
- File your payroll deductions monthly
- File your corporate tax return on a timely basis
- Do annual tax planning for both corporate and personal taxes
- Track vehicle expenses
- Document meal and entertainment expenses
- Set up a document retention system