

November 2024

T4 Information

Pension Plan

- A Pension Adjustment (PA) is reported in Box 52. A PA list will be sent to you once your year-end report has been checked and balanced.
- MEBP's Registered Pension Plan (RPP) Number under the Income Tax Act is **0578377**. Enter this in Box 50.
- A revised T4 will be required if an employee's record is amended after the PA has been provided to you and the PA must be recalculated.
- Total **Employee** pension contributions must be entered in Box 20.

Disability Income Plan – nothing is required on the T4.

Group Insurance Plan

Basic Life Insurance contributions, paid by the employer on behalf of an employee, are a taxable benefit and are to be included in Box 14 and Box 40 (Write "Box 40" at the bottom of the T4 where it reads "Other information" and enter this amount beside it). **Of the .19¢ per \$1,000 of coverage per month, 19¢ is taxable.**

The following example is for an employee who worked the full year and paid for coverage of \$50,000. If a portion of the Retail Sales Tax (RST) is paid by the employer, it is also considered to be a taxable benefit and has been included in this example.

Portion paid by employer	Coverage Amount	Number of months of contributions	Taxable portion (19¢ per \$1,000)	Taxable Benefit Calculation including 7% RST
1/3	\$50,000	12	$1/3 \times 19¢ = 6¢$	$(50 \times 12 \text{ months} \times \$0.06 \times 1.07) = \mathbf{\$38.52}$
1/2	\$50,000	12	$1/2 \times 19¢ = 9.5¢$	$(50 \times 12 \text{ months} \times \$0.095 \times 1.07) = \mathbf{\$60.99}$
100%	\$50,000	12	$100\% \times 19¢ = 19¢$	$(50 \times 12 \text{ months} \times \$0.19 \times 1.07) = \mathbf{\$121.98}$

2025 Information

- 2025 Yearly Maximum Canada Pension Plan Earnings (YMPE) is **\$71,300.00**
- 2025 Maximum Earnings for pension contributions are **\$205,658.50**
- 2025 Maximum pension contributions are **\$18,509.27**