

Instructions for completing the **Adjustment Schedule - TT15**

Tobacco Tax Act

Please complete this schedule if you are making an adjustment to your tax liability on any of the following returns **during the reporting period covered by the return**.

- Tobacco Tax Return - TT101P
- Tobacco Tax Return - TT101S

Examples of adjustments include reimbursement to the Ministry of Revenue as a result of a bad debt claim that was paid by the ministry, payment of an outstanding balance and a reduction in your tax due as a result of a credit on your account.

Legal Name	Your full legal name, as it appears on the registration certificate or proof of registration, issued to you by the Ministry of Revenue (ministry).	Adjustment Amount	For each adjustment reason, show the tax amount being deducted from or added to your tax liability for this reporting period. Please show credit adjustments in brackets ().
MFTT Reference No.	Your MFTT reference number as it appears on the registration certificate issued to you by the ministry.	Total Adjustment Amount	The net amount of all adjustments being claimed.
Reporting Period	The start and end dates for the reporting period covered by your return (year/month/day).	Transfer Total	Transfer the total adjustment amount claimed under the purchase method , to line 7 of the Tobacco Tax Return - TT101P. Transfer the total adjustment amount claimed under the sales method , to line 12 of the Tobacco Tax Return - TT101S.
Adjustment Reason	Please explain the adjustment to your tax liability. If you are making a claim for bad debt, please attach a signed copy of the Application for Bad Debt. If the adjustment is to reimburse the Minister of Finance as a result of a debtor in satisfaction of a debt on which a tax refund was claimed and paid, please enclose a copy or make reference to the original Application for Bad Debt.		

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