

## T5007 Summary report

### What is a T5007 Summary report?

Each year WCB-Alberta provides employers with a list of their employees who will receive a T5007 tax form from WCB. The list includes ONLY those employees who were kept on an employer's payroll while they were off work due to a compensable injury.

In accordance with Canada Revenue Agency requirements, any amounts reimbursed to the employer must be included in the T5007 issued to the claimant. It is the employer's responsibility to make any necessary adjustments to the employee's T4 slip.

### What is a T5007?

The T5007 Statement of Benefits form is a tax receipt showing the amount of benefits and assistance paid to claimants directly by WCB or paid to the employer for claimants who were kept on their employers payroll while they were injured. Income Tax Regulations require that WCB issues a T5007 to all individuals who receive wage replacement benefits. These benefits may include pension amounts or could be issued under Government claims.

### When will employers receive the T5007 Summary report?

This report is generated annually to those employers who have requested it. Employers will receive the report no later than January 31 each year. If you have not received your report by mid February, please call our Claims Contact Centre.

If you use myWCB services and are in the role of claims administrator, you will receive the T5007 Summary report electronically. If you are not in the role of claims administrator, you should speak to your business online administrator to set this up.

Employers who are signed up for myWCB reporting will not be mailed the report. Employers who have not signed up for myWCB will continue to receive their report by mail.

Signing up for myWCB is easy. Go to <https://my.wcb.ab.ca/>. Once you are signed up email us at [csemployert5summaryreport@wcb.ab.ca](mailto:csemployert5summaryreport@wcb.ab.ca) to let us know. We will begin sending you an electronic version annually.

### How do I request a T5007 Summary report?

Call our Claims Contact Center, send an email to [csemployert5summaryreport@wcb.ab.ca](mailto:csemployert5summaryreport@wcb.ab.ca) or send a fax to 780-498-7590 requesting the report. Please provide us with your account number(s), mailing address, email address and contact information.

This report is provided to you each year until we receive notification from you to discontinue this service. We will also stop sending you this report if it has been returned in the mail to us.

