**Guidance to harvester for letter/email the employer**

*In writing to the employer to correct your T4 information so that it correctly reflects the nature of your income, your letter must have the following content in order to speed processing.*

**Name of employer:**

**Fishing enterprise:**

**Address:**

**Date:**

I believe that you have issued T4s to me that incorrectly reflect the nature of my income. This is a request to you to revise my T4 information for tax years [**supply relevant tax years**] to reflect that I am not a wage-earning employee, but rather a self-employed shareperson.

I would request that you supply the revised T4 information to the Canada Revenue Agency (CRA) as soon as possible, and no later than October 31. The correction to this information will be essential to ensure that CRA has accurate income information about me, and to permit the Fish Harvester Benefit and Grant Program to adjudicate my appeal.

Sincerely,

[Your name]