

## Tax Season Dos & Don'ts for Small Businesses

April is here, and with it comes one of the most critical financial periods of the year: tax season.

For small business owners, understanding key deadlines and managing cash flow strategically can make all the difference:

- Personal income tax filing deadline: April 30, 2026
- Self-employed filing deadline: June 15, 2026 (any taxes owed are still due April 30)
- Corporate tax deadlines: These vary depending on your fiscal year-end, but are generally due 6 months after year-end, with any taxes payable typically due 2–3 months after year-end

With that in mind, here are the essential dos and don'ts to help you navigate this season with confidence.



**THE HARDEST THING IN THE WORLD TO UNDERSTAND IS THE INCOME TAX.” — ALBERT EINSTEIN**

## The DOs of Tax Season

### **DO: Keep Organized Files**

Maintain detailed and chronological records of all income and expenses.

### **DO: Plan Around Key Deadlines**

Missing deadlines result in penalties and interest. Be ready for any balances owing by April 30 to avoid needless costs even if you're self-employed and have until June to file.

### **DO: Protect Your Cash Flow**

Forecast your cash position now to meet obligations. Adopting a "tax-first" mindset means recognizing when a payment is received, it isn't a flat gain; a portion is already spoken for. By mentally (or physically) setting aside a fixed percentage of every invoice, tax season becomes a simple transfer of funds rather than a strain on your operating budget.

### **DO: Leverage Outstanding Receivables**

If you have funds tied up in unpaid invoices, this is the time to unlock it. Accessing funds already earned can help you meet tax obligations while maintaining business stability.

### **DO: Consult Your Accountant Strategically**

Beyond filing, your accountant can help you optimize your position by identifying deductions, deferrals, and planning opportunities for the months ahead.

## How IPS Can Help

At IPS, we help businesses turn receivables into immediate working funds so you can meet tax obligations without compromising your operations. Tax season doesn't have to mean financial strain. With the right strategy and support, it can be a period of control and clarity.

If you'd like to explore how IPS can support your cash flow this month, we're here to help.

## The DON'Ts of Tax Season

### **DON'T: Assume Filing Deadlines Equal Payment Deadlines**

For many business owners, especially the self-employed, this is a costly mistake. Filing may be later but payments are still due April 30.

### **DON'T: Drain Your Operating funds to Pay Taxes**

Clearing your tax bill at the expense of your business liquidity can create bigger issues. Maintaining working funds is essential to keep operations running smoothly.

### **DON'T: Let Receivables Sit Idle**

Uncollected invoices during tax season can put unnecessary strain on your finances. Be proactive in collecting or consider solutions that accelerate your cash flow.

### **DON'T: Take a Short-Term Approach**

Avoid decisions that solve today's tax pressure but hurt long-term growth, like delaying key investments or scaling back too aggressively.

### **DON'T: Mix Personal and Business Finances**

Keep financing separate to avoid audit risks.



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