MYBOOKLY
ACCOUNTING & ADVISORY

CRYPTO HISTORY WORKSHEET
CANADA · TOOLKIT NO. 01

Crypto History Reconstruction Worksheet: rebuild what you actually did, one platform at a time

"I never cashed out to my bank" was never the test. If you have traded, staked, or moved crypto over the years, you may have a filing history to account for even if no money ever hit your chequing account. This worksheet walks you through rebuilding that history, including from exchanges that no longer exist, so you know where you really stand before the CRA does.

How to use this. Work through it in order. You can type into it on screen or print it and fill it in by hand. Do not worry about getting the tax treatment perfect. The goal is a complete, honest picture. Getting the numbers right is our job, and it is a lot easier once the raw history is in one place.

YOUR NAME

YEARS YOU HAVE HELD CRYPTO

DATE COMPLETED

STEP 1 · GATHER THESE BEFORE YOU START

- ☐ Bank and e-transfer statements showing money moving in and out of exchanges
- ☐ Every exchange you can still log into (export the full transaction history as CSV)
- ☐ Old email confirmations of trades, deposits, and withdrawals (search your inbox by exchange name)
- ☐ Your hardware and software wallet addresses, so activity can be traced on the blockchain
- ☐ Any records you saved from platforms that have since shut down
- ☐ Statements or notices from staking, lending, or reward programs

STEP 2 · EVERY EXCHANGE AND PLATFORM YOU HAVE EVER USED

List them all, even ones you used once or barely remember. "Still accessible" means you can log in today. "Records exported" means you have pulled the full transaction history.

Exchange or platform	Years used	Still accessible	Records exported	Notes
		☐	☐	
		☐	☐	
		☐	☐	
		☐	☐	
		☐	☐	
		☐	☐	
		☐	☐	
		☐	☐	
		☐	☐	

STEP 3 · PLATFORMS THAT SHUT DOWN (THE ONES THAT MATTER MOST)

When an exchange closes, your cost records often disappear with it, which can make a normal gain look far bigger than it was. Your record-keeping obligations do not disappear when a platform does. List every defunct platform here and note whatever you still have: an old CSV, a screenshot, an email, a bank record of the transfer in or out. Any fragment helps us rebuild it.

Defunct platform	Roughly when you used it	What records you still have

STEP 4 · WALLETS YOU CONTROL OR HAVE CONTROLLED

Include hardware wallets, software and mobile wallets, and browser wallets. The address lets activity be traced on the public blockchain, which is often how a history gets rebuilt when exchange records are gone.

Wallet type	Public address (or label)	Still control	Notes
		☐	
		☐	
		☐	
		☐	
		☐	
		☐	

STEP 5 · KNOW WHAT ACTUALLY COUNTS AS A TAXABLE EVENT

A wallet-to-wallet transfer, a staking reward, and a crypto-to-crypto trade are three completely different things for tax. Use this as a key while you build your timeline below.

NOT TAXABLE YET

Buying with Canadian dollars and holding

Not a taxable event yet. Your cost is recorded for later.

TAXABLE DISPOSITION

Selling crypto back to Canadian dollars

A disposition. Capital gain or loss (or business income).

TAXABLE DISPOSITION

Trading one crypto for another

A disposition, even though no cash is involved. This is the one people miss most.

TAXABLE DISPOSITION

Spending crypto on goods or services

A disposition, valued in Canadian dollars at the time.

NOT TAXABLE YET

Moving crypto between your own wallets

Not a disposition. Ownership did not change. Keep the records anyway.

TAXABLE AS INCOME

Staking, rewards, or airdrops

Generally income at the value received, then a second event when you later sell.

TAXABLE DISPOSITION

Gifting crypto to someone

Treated as a disposition at fair market value. Not the tax-free transfer people assume.

Where the rules are genuinely unsettled, such as some staking and DeFi activity, we take a defensible position and tell you it is a position, not settled law.

STEP 6 · BUILD YOUR TIMELINE

One row per event you can remember or find. It does not need to be complete or perfectly ordered. Even partial entries give us threads to pull. "CAD value at the time" is what it was worth in Canadian dollars on that date, if you know it.

Date	Type of event	Asset(s)	Amount	CAD value then	Platform or wallet	Record?
						☐
						☐
						☐
						☐
						☐
						☐
						☐
						☐
						☐
						☐
						☐
						☐
						☐
						☐

STEP 7 · THE RECORDS THE CRA EXPECTS YOU TO KEEP

Per the CRA, keep the following for every transaction. These obligations do not disappear when a platform does:

Date of the transaction · the cryptocurrency addresses · the transaction ID · receipts for the purchase or transfer · the value in Canadian dollars at the time · a description of the transaction and the other party · exchange records · wallet records · accounting and legal costs · software costs related to managing your tax affairs. The CRA generally expects records to be kept for six years from the end of the last tax year they relate to.

STEP 8 · HOW TO PULL RECORDS, INCLUDING FROM DEAD EXCHANGES

1. **Export everything you still can.** Log into every active exchange and download the full transaction history as CSV, not just the last year. Do this first, before an account lapses.
2. **Search your email.** Search your inbox for each platform's name plus words like "deposit," "withdrawal," "trade," and "confirmation." These timestamps and amounts are gold when other records are gone.
3. **Pull your bank and e-transfer history.** Every on-ramp and off-ramp left a footprint in your bank account. That fixes the dates and dollar amounts at the edges of your crypto activity.
4. **Trace your wallet addresses.** Public addresses can be looked up on a blockchain explorer to rebuild transfers and dates when exchange records no longer exist.
5. **For platforms that closed,** gather any saved exports, screenshots, or emails, and check for trustee or successor communications. Partial data plus bank and blockchain records can usually reconstruct the rest.
6. **Be careful with tax software totals.** Tools like Koinly or CoinTracker help gather data, but their headline number is only as good as what you imported. A missing dead-exchange basis quietly inflates the gain. Treat their output as a draft, not an answer.

Once it is on paper, let us tell you what it means.

Filling this out often surfaces more than people expect. A **Crypto History Review** is a free 15-minute call: you walk us through what you found, and we give you a straight read on whether there is a filing gap, what your options are, and what it would take to put it right. No reconstruction or filing required to have the conversation, and we will always be upfront about cost before any engagement.

Book your Crypto History Review →

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Accounting and tax strategy for crypto investors in Canada
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Sources. CRA, Keeping records of your cryptocurrency transaction (canada.ca) · CRA, Guide for cryptocurrency users and tax professionals (canada.ca) · CRA, Voluntary Disclosures Program overview (canada.ca) · On the CRA crypto audit questionnaire (13 pages, 54 questions covering wallets, exchanges, and mining): David Rotfleisch, TaxPage (taxpage.com).