

### **HOW DO I PAY THE CRA?**

#### **ONLINE BANKING:**

- 1. Sign in to your financial institution's online banking service for individuals.
- 2. Under "Add a payee" look for an option such as:
  - CRA (revenue) current-year tax return
    - Use this option to make a payment for your current tax return. You can use this option only once per return.
  - o CRA (revenue) tax amount owing
    - Use this option to pay any amount owing, and for making payments on your balance.
  - o CRA (revenue) tax instalment
    - Use this option to make payments toward the future tax year.
  - o CRA (revenue) Canada emergency benefit repayment
    - Use this option to repay a Canada emergency response benefit, Canada emergency student benefit, a Canada recovery benefit, Canada recovery sickness benefit, or a Canada recovery caregiving benefit.
- Enter your 9-digit social insurance number as your CRA account number.
  Make sure the number is accurate so that the CRA can apply your payment correctly.

## MY PAYMENT ONLINE PORTAL:

Go to the CRA's My Payment Portal here:

https://www.canada.ca/en/revenue-agency/services/e-services/payment-save-time-pay-online.html

# IN PERSON AT YOUR BANK:

You can make a payment to the Canada Revenue Agency (CRA) by visiting your Canadian bank, financial institution, or credit union. You must bring a personalized remittance voucher so that the payment can be properly applied to your tax account by the CRA. The voucher will be on the bottom of your Notice of Assessment. Financial institutions do not accept photocopies of remittance vouchers or any other type of payment form.

# **PAY BY CHEQUE:**

You can make a payment to the Canada Revenue Agency (CRA) with a cheque from your Canadian bank account. Make the cheque payable to the Receiver General for Canada. Mail it with your remittance voucher to the address on the back of your voucher.

If you do not have a voucher, write your SIN and "Personal Tax" in the cheque's memo spot and mail to this address:

Canada Revenue Agency PO Box 3800 STN A Sudbury ON P3A 0C3