

5 Ways to pay your taxes to CRA

There are many ways to pay your taxes to Canada Revenue Agency (CRA). If you are paying individual tax or corporate tax owing, tax instalments or GST owing, these options will help ease your stress on due dates and reduce unnecessary late payment charges.

1. Interact® online with CRA's My Payment service

My Payment is an electronic online payment method to make payments directly to the CRA from your online banking account if your financial institution participates in the service. Simply,

- (1) Go to CRA website MY payment
<http://www.cra-arc.gc.ca/esrvc-srvce/tx/mypymnt/>
- (2) Select Type of payment such as individual tax, or corporation tax, or GST or payroll source deduction.
- (3) Select options such as tax instalment or tax owing.
- (4) Enter your social insurance number or business number, and dollar amount correctly.
- (5) Then, proceed to your Interact online banking.

2. Online banking

You can pay your taxes the same way you pay your phone or hydro bill using your financial institution's online banking service. Simply,

- (1) Sign in to your financial institution's online banking service.
- (2) Under "Add a payee," look for an option such as:
 - a. *CRA (revenue)-(2015)-tax owing*: this is a one-time payment when filing tax returns
 - b. *CRA (revenue)-past tax owed*: choose this if your return has been assessed
 - c. *CRA (revenue)-tax instalments*
- (3) To avoid a misapplied payment, carefully enter your account number (social insurance number or business number).
- (4) Make payment directly from your bank accounts.
- (5) Record your confirmation number.

3. Your financial institution

You can make your payment at your financial institution in Canada. To do so, you need a personalized remittance voucher printed with special magnetic ink characters, which you need to request from CRA to mail it to you. Using photocopy of remittance voucher is not acceptable at the bank. Please make sure that information such as account number and period is correctly completed on the remittance voucher to avoid a lost or misapplied payment.

4. Cheque or money order

You can mail your payment to CRA. Make your cheque or money order payable to the Receiver General. They accept post-dated cheques but not cash. To ensure your payment is properly applied to the right account and period, please send your payment along with your remittance voucher or attach a note stating your social insurance number or business number and give instructions on how you want them to apply your payment. The mailing address is:

Canada Revenue Agency
875 Heron Road
Ottawa ON K1A 1B1

5. Pre-authorized debit (PAD)

You can set up a Pre-authorized debit (PAD) agreement through My Account on the CRA website to authorize CRA to withdraw a pre-determined payment amount from your bank account to pay tax on one or more dates. Your post-dated electronic withdrawals are made automatically on the due date you select. It can be used for business and individuals and handles many different payment types.