

Canada Revenue Agency

ATB Online Business

Direct Deposit Setup

Quick Start Guide

How to use this guide

Learn how to set up direct deposit with the Canada Revenue Agency (CRA) quickly and easily on ATB Online Business.

Getting started

To enroll in direct deposit with the CRA, you must have an active ATB deposit account (i.e. chequing or savings account).

1. Go to the [ATB Online Business Login screen](#)
2. From the Accounts screen, click “CRA Direct Deposit Enrolment” in the secondary navigation

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Account Summary

Today's Items for review:

Notices (0) | Approvals (0) | Warnings (0)

Current Accounts: [Edit Account Names](#)

Account Name	Account Number	Currency	Current Balance	Available Balance
Pay As You Go Account	790-00115543124	CAD	\$1,001,325.71	\$1,001,325.71
Totals		CAD	\$1,001,325.71	\$1,001,325.71

Savings Accounts: [Edit Account Names](#)

Account Name	Account Number	Currency	Current Balance	Available Balance
T-Bill Savings Account	790-00115543125	CAD	\$47,663.31	\$47,663.31
Totals		CAD	\$47,663.31	\$47,663.31

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- a. Alternatively, select the “Client Services” tab. Under Account Services menu, select the CRA Direct Deposit Enrolment option

3. On the CRA Direct Deposit Enrolment screen, read the introductory copy then click Continue

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CRA Direct Deposit Enrolment

Authorize direct deposit with the Canada Revenue Agency (CRA)

Signing up for direct deposit ensures the quick and secure electronic deposit of federal payments, including the Canada Emergency Wage Subsidy (CEWS, where eligible), tax refunds and credits and other government benefits into your account. If you expect to receive at least one of the following payments for your business from the CRA, you can sign up for direct deposit:

- corporation income tax refund (RC)
- goods and services tax/harmonized sales tax refund (RT)
- refund of excise tax or other levies
- refund of payroll deductions (RP)
- Canada Emergency Wage Subsidy (RP)

To receive payments by direct deposit from the CRA, you'll need:

- An active ATB Business banking (payroll) account that was opened on or before March 1, 2020
- A valid 15-digit CRA Business Number (BN15)
- If you've already signed up for direct deposit with the CRA, any entries you make here will update the information they have on file.

Privacy Statement

Canada Revenue Agency Privacy Statement

Personal information (including the SIN) is collected for the purposes of the administration or enforcement of the Income Tax Act and related programs and activities including administering tax, benefits, audit, compliance, and collection. The information collected may be used or disclosed for purposes of other federal acts that provide for the imposition and collection of a tax or duty. It may also be disclosed to other federal, provincial, territorial or foreign government institutions to the extent authorized by law. Under the Privacy Act, individuals have the right to access their personal information, request correction, or file a complaint to the Privacy Commissioner of Canada regarding the handling of the individual's personal information. Refer to Personal Information **Bank CRA PPU 047** on Info Source at canada.ca/cra-info-source

ATB Financial Privacy Statement

ATB Financial agrees to collect and disclose your personal and business information in accordance with the ATB Financial Collection, Use and Disclosure Statement ("Privacy Statement"). Details of our commitment to protecting our customers' privacy are set out in the ATB Financial Privacy Code ("Privacy Code"). A copy of the Privacy Statement and the Privacy Code may be obtained at atb.com, from any ATB Financial branch, or by calling 1-800-332-8383.

[Continue](#)

4. Enter the required information

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Required Information

*Required Field

Company Name:*	Name of company
CRA Business Number (BN15):*	----Enter your business account number (BN15) ----
Confirm CRA Business Number (BN15):*	----Enter your business account number (BN15) ----
Owner's Last Name:*	----Enter owner's last name ----
Owner's First Name:*	----Enter owner's first name ----
Owner's Social Insurance Number (SIN):	----Enter owner's social insurance number ----
Owner's Birthdate:	mm/dd/yy
Delegate Last Name:*	Logged in User's Last Name
Delegate First Name:*	Logged in User's First Name
Payroll Account:*	----Select a payroll deposit account ----

Why do we ask for your date of birth and social insurance number?

We cross reference this information with our records in order to verify your identity and ensure your application is processed as quickly as possible.

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5. Click Next, review and verify the direct deposit details and provide your consent to share information with the CRA by clicking the checkbox

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Verification

Company Name:	Name of company
Business Account Number (BN15):	Business Account Number
Owner's Social Insurance Number (SIN):	Social Insurance Number
Owner Last Name:	Owner's Last Name
Owner First Name:	Owner's First Name
Owner Birthdate:	Birthdate
Delegate Last Name:	Delegate Last Name
Delegate First Name:	Delegate First Name
Payroll Account:	Account

"I, as an Authorized Signatory for the business entity that owns this bank account, authorize ATB Financial to share the banking information of the business entity, along with information about myself as an Authorized Signatory, with the Canada Revenue Agency for the purposes of establishing direct deposit, including:

- names (of business and business owner or delegated authority)
- bank account information (specifically bank account number, transit number and financial institution number)
- date of birth
- social insurance number (SIN)

By providing the banking information of the business entity to the CRA, I authorize the Receiver General to deposit in the bank account number provided, any amounts to be paid to the business entity by the CRA, until otherwise notified by me. **I understand that this authorization will replace all of the previous direct deposit authorizations for the business entity.** I also acknowledge reading the privacy statement found below.

"Yes, please send my information and the business information and set up direct deposit".

I understand that I may decline or object to having my personal and business information collected, used or disclosed for the purposes of establishing direct deposit with the CRA and that I may withdraw or vary my consent at any time by giving reasonable notice to ATB Financial. I further understand that if I decline or object to giving my consent, or if I have given my consent but subsequently withdraw or vary my consent, I acknowledge and agree that I cannot use the CRA Direct Deposit Enrolment service.

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Submit

6. Click Submit to complete your CRA Direct Deposit Enrolment

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CRA Direct Deposit Enrolment Complete

Your direct deposit information will be updated with the CRA in the next 1-2 business days. If you wish to verify your direct deposit information or unenrol from direct deposit, call the CRA at 1-800-959-8281 or log in to CRA's [My Business Account](#).

To verify if you have received a CRA payment, check your statement on the payroll account you used to sign up for direct deposit via ATB Online Business or log in to CRA's [My Business Account](#).

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Accounts