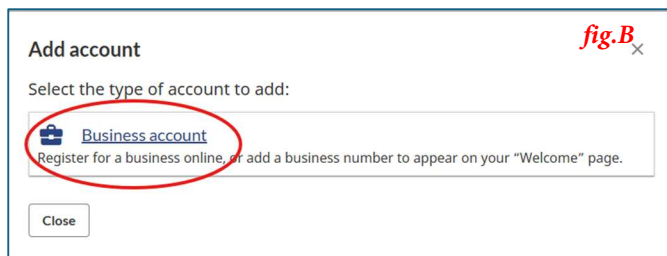
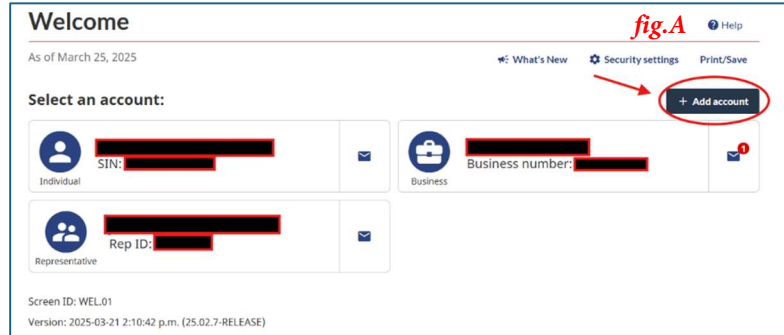


Adding a Business Number to Your CRA Account

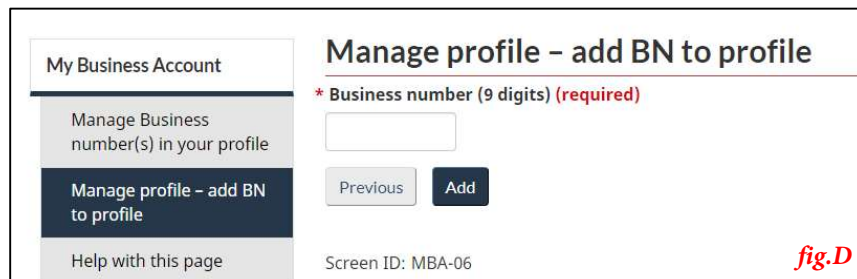
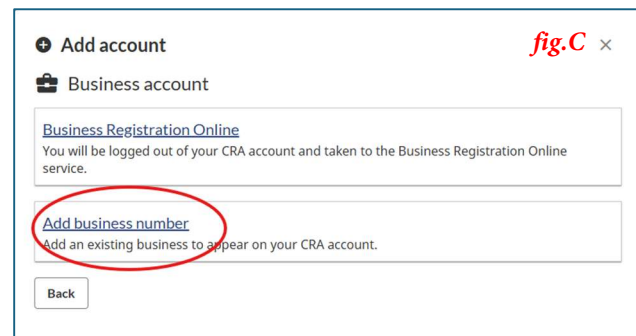
1. Log into your CRA Account as you usually do. When you find yourself on the “Select an account” page, pictured to the right (*Fig A*), select the “Add Account” button.
2. The pop up pictured below (*Fig B*) will appear. Select the “Business Account” hyperlink.



3. On the next pop-up (*Fig C*), select “Add Business Number”
4. You will be asked to provide the business number of the corporation you are trying to add. Enter it in the box (*Fig D*) and follow the remainder of the prompts.

Note: If the CRA does not have you properly associated with your business number, you will have to contact them directly to correct the information they have on file. The CRA business inquiries line can be reached at 1-800-959-5525.

Please do not hesitate to reach out to us as well if you need some assistance navigating the process.



In the event you have incorporated a second, third, or fourth business, please follow the steps above to access the business account using the same log in credentials as you do for your first corporation.

The difference in this case will be when you log into your

business accounts, you will have a primary corporation, which you can designate in your profile, and all others will be accessible via a drop-down menu at the top of your “Business Overview” page.