

## Clarion Tax Services

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### HOW TO PAY YOUR CRA TAX ACCOUNTS ONLINE

There are three ways to pay your GST, Payroll or Income Tax accounts at CRA:

- 1: Logon to CRA my business or individual account and Make a Payment. Specify the account you are paying – payroll, GST or income tax. Make sure you apply the amount to the correct period.
- 2: Logon to your internet banking site. Add CRA and the type of account you are paying as a payee (GST, Income tax or payroll). Make sure you apply your payment to the correct period.
- 3: Write a cheque using your CRA business number and the proper suffix for the account you are paying in the memo of your cheque and mail to the Surrey Tax Centre at 9755 King George Blvd, Surrey, BC. V3T 5E1. Please note that GST accounts are your Business Number suffixed by RT0001. Payroll is suffixed by RP0001. Corporate tax suffixed by RC0001.