

# DID YOU KNOW?

Register today to get ready for new online services for charities, coming November 2018.


## To get started, you will need:

- Social insurance number
- Date of birth
- Business number
- Personal income tax return from this year and last year
- Current postal or zip code

Registered charities  
can use CRA's My  
Business Account!

- 1 Go to My Business Account at [canada.ca/my-cra-business-account](https://canada.ca/my-cra-business-account)
  - 2a Select "Continue to Sign-In Partner" to log in with a user ID and password you already have (such as online banking)
  - or
  - 2b Select "CRA Register" to create a CRA user ID and password
- 3 Enter the required personal information to verify your identity and your business number, and request a CRA security code
- 4 Receive your CRA security code by mail or by email
- 5 Log in to My Business Account and enter your CRA security code

Now your charity is ready to use My Business Account!



# DID YOU KNOW?

**Registered charities  
can change their  
address online!**

Canada

**Follow these simple steps in CRA's My Business Account to update your charity's address online:**

- 1** Sign in to My Business Account at [canada.ca/my-cra-business-account](https://canada.ca/my-cra-business-account)
- 2** Select "Manage Address" under the RR section of your account dashboard
- 3** Choose your country and enter your new postal code or regional code
- 4** Choose your address from the list and add details such as street number or suite
- 5** Enter the effective date of your address change
- 6** Select the business accounts to which the changes apply
- 7** Confirm and submit

**Don't have an account? Register for My Business Account at [canada.ca/my-cra-business-account](https://canada.ca/my-cra-business-account)**