Instructions for
Corporate Tax Payment and Remittances

Initial setup

- Sign in to your business or personal online banking profile
- Click on the "Pay Bills" link, typically on the left side of the page
- Locate and click on the link titled "Tax Payment & Filing"
    - The name may vary but will be similar, usually on the left side also
- Follow the prompts until you reach a screen that allows the option to "Add Payment Type", click on this option.

For GST payments on filing or installments

- Under payment type, select "Federal - GST/HST Return – GST-P – (GST-P)"
- Use the first 9 digits of your Business Number and the suffix RT0001 as your account number
- Once the account is activated you can click "Make A Payment", choose this account, and submit payment.

For payroll remittances

- Under payment type, select "Federal Payroll Deductions - Monthly – (PD7A)"
- Use the first 9 digits of your Business Number and the suffix RP0001 as your account number
- Once the account is activated you can click "Make A Payment", choose this account, and submit payment

For corporate tax payments

- Under payment type, select "Federal – Corporation Tax Payments – TXINS"
- Use the first 9 digits of your Business Number and the suffix RC0001 as your account number
- Once the account is activated you can click "Make A Payment", choose this account, and submit payment

For Alberta provincial corporate tax payments

- Under payment type, select "Alberta Finance – Corporate Income Tax – ABCIT – (AT-1)"
- Use your provincial Corporate Access Number (CAN) as your account number
    - This number can be found on the Alberta Portion of your corporate tax return,
    - Or atop the front page of your incorporation documents.
- Once the account is activated you can click "Make A Payment", choose this account, and submit payment