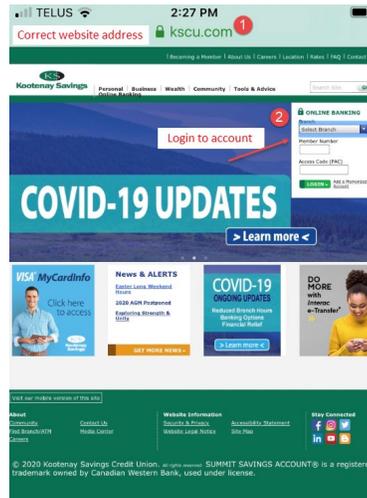
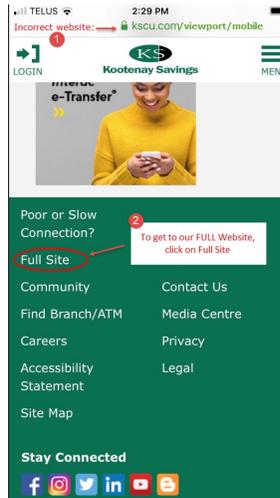


Canada Revenue Agency – Direct Deposit Enrolment via online banking

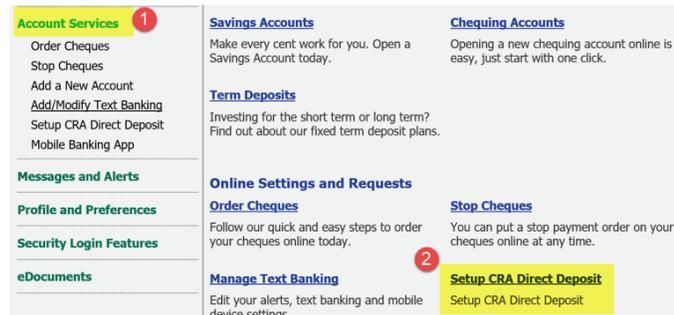
Follow these easy steps to sign up for your Canada Revenue Agency Payments

1. **Log into your account – ensure you are on the full website www.kscu.com**
Logging in from a tablet or smart phone and not sure if you are on the right website?



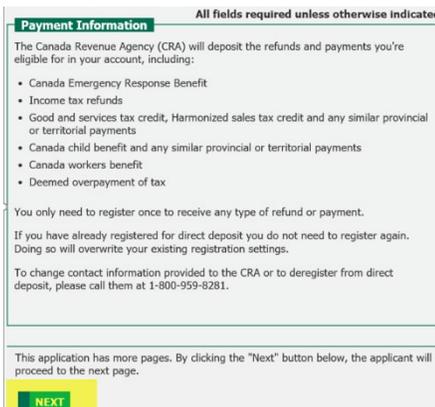
2. Navigate to Account Services:

1. Select Account Services
2. Select Setup CRA Direct Deposit



3. The following screen will pop-up:

1. Read Payment Information
2. Click "Next"



Canada Revenue Agency – Direct Deposit Enrolment via online banking

4. The following Authorization screen will pop-up:

1. From the drop down menu, select the account that you want the deposit to go into.
2. Click the box “I authorize KSCU to share my banking information with the CRA for the purpose of establishing direct deposit.”
3. Click “Next”

The screenshot shows the 'Authorization' screen with the following elements:

- Header: Authorization, All fields required unless otherwise indicated
- Text: Please select the account into which you would like your Canada Revenue Agency payments deposited
- Account Selection: 00000001008 - MASTERPLAN LITE - FLEXLINE OF CREDIT (marked with a red 1)
- Fields: Date of Birth, First Name, Last Name (all redacted)
- Text: Ensure your name and date of birth above matches your tax records. If it does not then the form will not be accepted by the CRA. You may still set up direct deposit on the CRA website.
- Checkbox: I authorize Kootenay Savings Credit Union to share my banking information with the Canada Revenue Agency for the purposes of establishing direct deposit. (marked with a red 2)
- Text: By providing my banking information to the CRA, I authorize the Receiver General to deposit in the bank account number provided, any amounts to be paid to me by the CRA, until otherwise notified by me. I understand that this authorization will replace all of my previous direct deposit authorizations. I also acknowledge reading the Privacy Statement found below.
- Link: Privacy Statement
- Footer: This application has more pages. By clicking the "Next" button below, the applicant will proceed to the next page. (marked with a red 3)
- Buttons: Previous, NEXT

5. The Confirmation screen will pop up

1. Verify that the account you selected is correct
2. Click “Submit”

The screenshot shows the 'Confirmation' screen with the following elements:

- Progress bar: 1. Payment Information, 2. Authorization, 3. Confirmation
- Text: Authorization, Print page, Edit
- Text: 1 Account Selection: 00000001008 - MASTERPLAN SENIOR - PENSION 0 (marked with a red 1)
- Text: By clicking the "Submit" button below, the applicant agrees that Kootenay Savings Credit Union may collect, use, and disclose their personal information in accordance with Kootenay Savings Credit Union's Privacy Policy.
- Button: SUBMIT (marked with a red 2)

6. A thank you screen will pop up indicating you have successfully enrolled in Direct Deposit.

The screenshot shows the 'Thank you' screen with the following elements:

- Text: Thank you for enrolling in direct deposit. The direct deposit information you provided has been sent to the CRA for all future CRA payments you may be entitled to. Changes to your CRA account may take up to two days to appear.
- Text: To confirm if your direct deposit was successful, [log into your CRA account directly.](#)
- Text: For further information about the direct deposit program, visit the [Government of Canada's Direct Deposit site.](#)