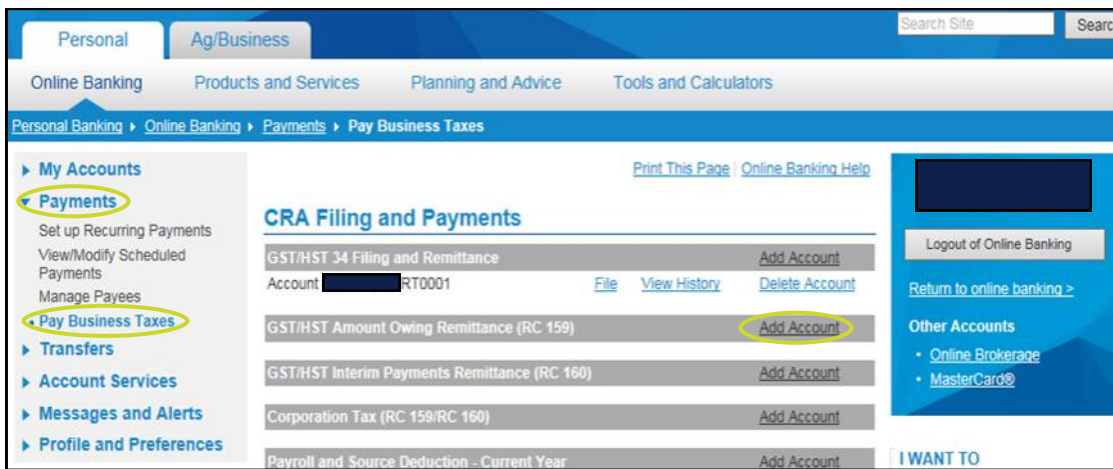


# Submitting Your Return Information & Making Payments to the Federal Government Using MemberDirect Online Banking

1. Log in to MemberDirect Online Banking
2. Select “Payments”
3. Select “Pay Business Taxes”
4. Select “Add Account” for the type of payment(s) you wish to pay



5. Enter your CRA Business Number and click “Add Account”

The screenshot shows the 'Add CRA Account' form. The title is 'Add CRA Account'. Below the title is a paragraph of instructions: 'To add a CRA account, enter your business number and click Add Account. For your convenience, if you add any of these accounts RC 159, RC 160, all of them will be automatically added for you.' The form has two input fields: 'CRA Account Type' with the value 'RC 159' and 'Business Number' with an empty text box and a clear 'x' button. At the bottom of the form are two buttons: 'Add Account' and 'Cancel'.

6. Click “Return to CRA Filing and Payments”

The screenshot shows the 'Add CRA Account' form after a successful transaction. The title is 'Add CRA Account'. Below the title is a blue bar with 'Card Number' and 'Date Monday, January 5, 2015'. Below this is a green checkmark icon followed by the text: 'Your RC 159 Account # [redacted] RT0001 has been created for [redacted]'. At the bottom of the form are three links: 'Go to My Accounts', 'Print Receipt', and 'Return to CRA Filing and Payments'. The 'Return to CRA Filing and Payments' link is circled in yellow.

# Submitting Your Return Information & Making Payments to the Federal Government Using MemberDirect Online Banking

7. Click “Remit” for the payment you want to remit

CRA Filing and Payments		
GST/HST 34 Filing and Remittance		<a href="#">Add Account</a>
Account # [REDACTED] RT0001	<a href="#">File</a> <a href="#">View History</a>	<a href="#">Delete Account</a>
GST/HST Amount Owing Remittance (RC 159)		<a href="#">Add Account</a>
Account # [REDACTED] RT0001	<a href="#">Remit</a> <a href="#">View History</a>	<a href="#">Delete Account</a>
GST/HST Interim Payments Remittance (RC 160)		<a href="#">Add Account</a>
Account # [REDACTED] RT0001	<a href="#">Remit</a> <a href="#">View History</a>	<a href="#">Delete Account</a>
Corporation Tax (RC 159/RC 160)		<a href="#">Add Account</a>
Payroll and Source Deduction - Current Year		<a href="#">Add Account</a>

8. Complete the information below and then click “Continue”

### Remit RC 160 Interim Payments

Use Form RC160 to make interim payments for the tax year-end for which CRA has not processed a return.

**Business Number**     [REDACTED] RT0001

**Business Name**    

**Contact Name**       

**Contact Phone**       

**Remittance Period Ending Date**    

**Amount Paid**           

**Pay From**               

**Payment Date**        

| [Cancel](#)

The payment will debit the selected account, and the funds and information from the form will be forwarded to the CRA.

If you have any questions, please call our Help Desk at 1-855-862-4242, or your branch.

<b>Arborfield</b> 306.769.8581	<b>Big River</b> 306.469.4944	<b>Choiceland</b> 306.428.2152	<b>Nipawin</b> 306.862.4651
<b>Carrot River</b> 306.768.2703	<b>Debden</b> 306.724.8370	<b>Prince Albert</b> 306.922.8252	<b>White Fox</b> 306.276.2142