

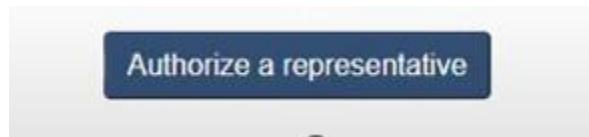


## CRA “My Account” or “My Business Account” Authorize Eby’s Business Services

Enter your CRA user ID and password  
When prompted, enter your CRA security answers

### Profile / Manage Authorized Representative

Click – Authorize a representative



Enter Eby’s Group ID number **GBX67S**

Government of Canada Gouvernement du Canada

Canada Revenue Agency Logout

My Business Account

Authorize representative

Authorized representatives

View transactions

Authorize representative

Business number 746316918

Business name [REDACTED]

You can authorize a representative to deal with the Canada Revenue Agency by internet, by telephone, in person, or in writing.

This representative will have access to all tax years since this online service does not give you the option to specify a year.

\* RepID, GroupID, or BN (required) [?](#)

I

Previous Next

Click Update and view All Accounts - Level 2

\* Level of authorization for this representative (required) [?](#)

- View only (level 1)
- Update and view (level 2)
- Delegate authority, update and view (level 3)

Expiry date

(If no expiry date is selected, the authorization will be valid indefinitely.)

mm/dd/yyyy



Click the box to leave the Expiry date blank



Click – I confirm box and submit

**\* Confirmation (required)**

I confirm that the Canada Revenue Agency (CRA) can deal directly with this representative on my behalf.

[Previous](#) [Submit](#)

Option to print if required

You have successfully authorized this representative to deal with the Canada Revenue Agency for this business.

**Authorization information**

Program account(s)	Level of authorization	Tax year(s)	Expiry date
All accounts	Update and view (level 2)	All years	Does not expire

[Print](#)

**LOG OFF**

**Please** notify Eby's Business Services that the authorization has been completed.

**[tax@ebys.com](mailto:tax@ebys.com) or 250-339-2261**

**Thank you.**