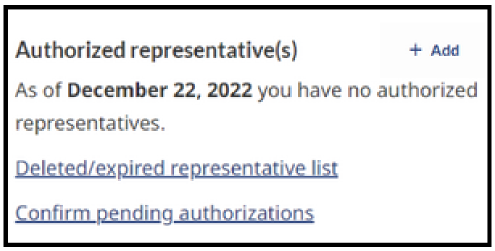
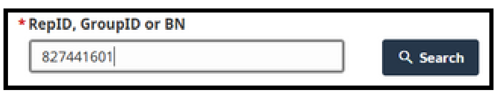
ACCOUNTING AND BUSINESS SOLUTIONS LTD.

How to Authorize A Representative on CRA

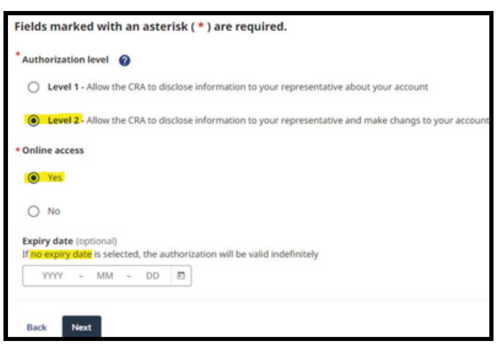
1. Sign in to CRA My Account
2. On the “Welcome” page, select your Individual account to access My Account
3. Select Profile from the left-side menu
4. Select Add in the “Authorized representative(s) section



5. Read the “Before you begin” information and select start
6. Enter SWIFT Accounting’s BN: **827441601**



7. Enter the required fields **Level 2** Authorization, **Yes** to Online Access, and **No Expiry Date**



8. Submit