



RT Consulting - Chartered Professional Accountants

1. Login to your online BMO business bank account. Select business chequing acct.

A screenshot of a web-based banking interface titled 'My Account Summary'. The 'Account Type' section is visible, showing a list of options. The 'Chequing' option is highlighted with a yellow box, indicating it is the selected account type. Other options like 'Bank Accounts' and 'Loans & Credit Cards' are also listed but not highlighted.

2. On the left-hand side select "Make a payment"
3. It will open Payments and Transfers tab

Payments & Transfers

► My Payments and Transfers

- Make a Payment
- Make a Transfer
- My Payment History
- My Transfer History
- My Session History
- Investigate a Bill Payment
- Manage Payees
- Add a Payee

► Interac e-Transfers

► Tax Payment & Filing

4. Click on Make a payment

Payments & Transfers

- My Payments and Transfers
- Interac e-Transfers
- Tax Payment & Filing

My Shortcuts

Edit

Add this page to My Shortcuts

Tax Payment & Filing

Text Size: A A A [Help Centre](#)

The Tax Payment & Filing service allows you to initiate payroll source deductions, corporate income tax, GST, PST, and Harmonized GST and PST payments directly from your BMO Bank of Montreal account.

Payments must be entered before midnight local time the day before the due date. You can only remit payments and/or tax filings from either the primary chequing and/or primary savings accounts linked to your BMO Debit Card.

Please refer to the [user guide](#) and the [Tax Payment & Filing Agreement](#) for more information.

Your PFS ID is 11303727. Please have your PFS ID available when [contacting us](#) for assistance.

Make a Payment

When you make a payment, you will be transferred to the Tax Payment & Filing (Can-Act) site. For security reasons you will be signed out of Online Banking.

5. Add a payment Type

For regular current payroll payments click on “Federal Payroll Deductions - **Regular/Quarterly** -- EMPTX -- (PD7A)

Please select a payment type category

Government tax payment and filing service:

- All tax types
- Federal tax
- Provincial tax

Please Select ...

Select a payment type and click Next

Payment type

Federal - Tax on Insurance Premiums -- FDTIP

Federal - Payroll Source Deductions - Balance Due -- EMPBD -- (PD4R)

Federal Payroll Deductions - Arrears -- EMPTX -- (PD7D)

Federal Payroll Deductions - Payment on filing -- EMPOF -- (PD7R)

Federal Payroll Deductions - Regular/Quarterly -- EMPTX -- (PD7A)

For regular last year payroll deduction or for penalties and interest, click on “Federal Payroll Deductions – **ARREARS** –(PD7D)

Select a payment type and click Next

Payment type

Federal - Tax on Insurance Premiums -- FDTIP

Federal -Payroll Source Deductions - Balance Due -- EMPBD -- (PD4R)

Federal Payroll Deductions - Arrears -- EMPTX -- (PD7D)

Federal Payroll Deductions - Payment on filing -- EMPOF -- (PD7R)

6. Under Tax Account Number box, please enter your nine-digit business number and then add

RP0001, for example, “123456789RP0001” > You may add a nick name (eg. Regular payroll or Barton location if you have multiple payroll accounts) click next

Add payment type



Federal Payroll Deductions - Regular/Quarterly -- EMPTX -- (PD7A)

Please select a payment type category

Government tax payment and filing service:

- All tax types
- Federal tax
- Provincial tax

Please Select ...

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Enter details

Select a payment type and click Next

Payment type

Federal - Tax on Insurance Premiums -- FDTIP

Federal -Payroll Source Deductions - Balance Due -- EMPBD -- (PD4R)

Federal Payroll Deductions - Arrears -- EMPTX -- (PD7D)

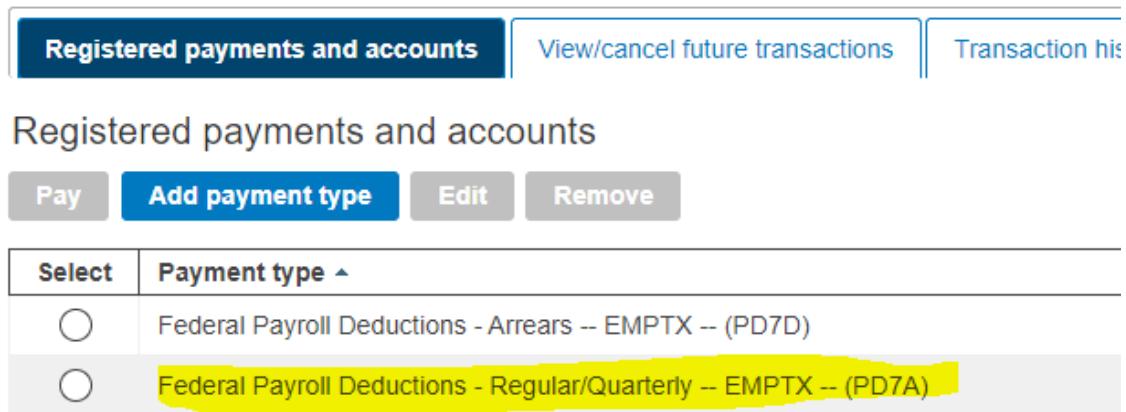
Federal Payroll Deductions - Payment on filing -- EMPOF -- (PD7R)

Federal Payroll Deductions - Regular/Quarterly -- EMPTX -- (PD7A)

Federal Payroll Deductions - Regular/Quarterly -- EMPTX -- (PD7A)

7. You added the payroll account , now select the account you just added and click on Pay

For regular monthly deduction payment select



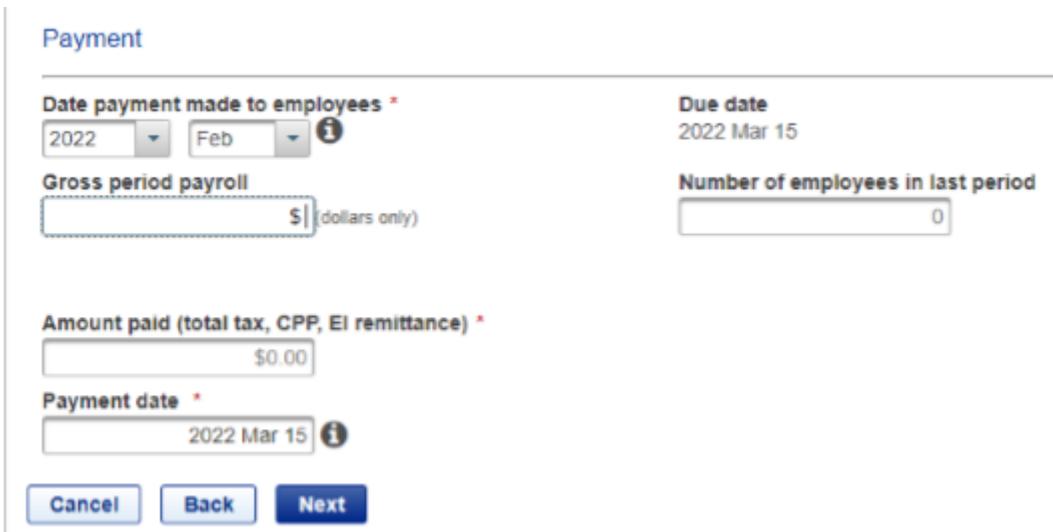
Registered payments and accounts

View/cancel future transactions Transaction his

Pay Add payment type Edit Remove

Select	Payment type
<input type="radio"/>	Federal Payroll Deductions - Arrears -- EMPTX -- (PD7D)
<input type="radio"/>	Federal Payroll Deductions - Regular/Quarterly -- EMPTX -- (PD7A)

8. Select the bank account number you need to pay from and fill the information with the report that KKCPA sent



Payment

Date payment made to employees *
2022 Feb

Due date
2022 Mar 15

Gross period payroll
\$ (dollars only)

Number of employees in last period
0

Amount paid (total tax, CPP, EI remittance) *
\$0.00

Payment date *
2022 Mar 15

Cancel Back Next

9. Click Next
10. Get confirmation and save a copy for your record.

My Accounts Payments & Transfers My Profile & Preferences My Messages

Payments & Transfers

- ▶ My Payments and Transfers
- ▶ Interac e-Transfers
- ▶ **Tax Payment & Filing**

My Shortcuts Edit

Add this page to My Shortcuts

Questions?

- FAQ Ask a question
- Book or Manage Appointments
- Locate an ATM or branch

Tax Payment & Filing

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Registered payments and accounts

[View/cancel future transaction](#)

Registered payments and accounts

[Pay](#)

[Add payment type](#)

[Edit](#)

[Remove](#)

[Select](#)

[Payment type ▾](#)

Home ▶ Registered payments and accounts ▶ Add payment type

Add payment type

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Select payment type

Please select a payment type category

Government tax payment and filing service:

- All tax types
- Federal tax
- Provincial tax

Please Select ...

Select a payment type and click Next

Payment type

Air Traveller's Security Charge -- ATSC

CRA Rent subsidies repayment -- CERS

CRA Wage subsidies and hiring program repayment -- REPAY -- (CEWS & CRHP)

Fed - Pensionable and Insurable Earnings review -- PIER -- (PD101)

Federal - Benefits and Credits - Repayment -- BCRP -- (CTB3)

Federal - Corporation Income Tax Balance Due -- TXBAL

Federal - Corporation Tax Payments -- TXINS

Federal - Excise Duty -- FDEXD



Federal - Corporation Tax Payments -- TXINS



Select payment type

* Required information

Tax account number *

Nickname

Fiscal year begins (month/day) *

January		01	
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Cancel

Back

Next