The Canada Child Benefit Application Process

Confirm Personal Eligibility

To be eligible, according to the Government of Canada website you must be a resident of Canada (according to your taxes) and you or your spouse /common law partner must be:

- A Canadian Citizen;
- A Permanent Resident;
 - A Protected Person
- A Temporary Resident

More Information on Eligibility can be found at the <u>Child Benefit Website</u>.

Confirm Child's Eligibility

To be eligible, according to the Government of Canada website:

- You must live with the child, and the child must be under 18 years of age.
- You must be the primary caregiver for the child.

More Information on Eligibility can be found at the **Child Benefit Website**.

Applying for the CCB Benefit

You should apply for this benefit when:

- Your child is born;
- A child starts to live with you;
 - You share custody;
- Or you meet the eligibility requirements above.

Please refer to the Child Benefit Website (link above) for more information.

Registering at any Point

You can apply for the CCB through the CRA online portal "My Account" and clicking "Apply for Child Benefits" or you can fill out Form RC66 (Canada Child Benefits Application) and mail it in.

The Application Form (RC66) can be found through this <u>link</u>.

Registering after Birth

New parents have the opportunity to automatically apply for the Canada Child Benefit at the point of signing the child's birth registration, providing consent to statistics Canada to share information with the CRA and providing one of the parent's Social Insurance Number.

More information can be found here:
<u>Automatic Application Info.</u>

Additional Documentation Required

After receiving your application the CRA may ask for additional documentation proving that you are the child's primary caregiver. For example, you may be asked provide a letter from their daycare or a copy of a separation agreement between you and your spouse.

Apply for the Disability Tax Credit to Receive the Child Disability Benefit

To access the Child Disability Benefit, as well as the Canada Child Benefit, you don't need to apply separately. You apply for it when you apply for the Canada Child Benefit.

To access the Child Disability Benefit, your child must be eligible and registered for the Disability Tax Credit. A outline of the pathway to accessing the DTC can be found on this website

Amount Calculation

Once approved your benefit amount will be decided upon based on: the number of children you have and their ages, your family's annual income, and your eligibility for the disability tax credit.

To continue receiving the benefit you will need to complete your taxes each year. Benefits are recalculated every July.

To estimate the funds you may receive, you can use the Canadian government online <u>Child and Family Benefits Calculator</u>.

Supplemental Provincial Child Benefits

The CRA also manages the following supplemental Child benefit and credit programs:

Alberta child benefit;
Alberta family employment tax credit;
BC early childhood tax benefit;
New Brunswick child tax benefit;
Newfoundland and Labrador child benefit;
Northwest Territories child benefit;
Nova Scotia child benefit;
Nunavut child benefit;
Ontario child benefit; and
Yukon child benefit.

Your eligibility for these programs will be reviewed based on your Canada Child Benefits application. You do not need to apply to them separately.

Continuously File Incomes Taxes

You and your spouse/common law-partner must be up to date with your income taxes to have your application processed.

If you or your spouse/common law-partner became a resident of Canada or had your immigration status change in the last two years you will need to attach a Schedule RC66SCH (Status in Canada/Statement of Income). It can be found here: Schedule RC66SCH.